

Cabinet

Agenda

Date

Tuesday 12 January 2021

Members of the Cabinet

Cllr S A Vincent
Chairman (Leader) Policy

Cllr T M Mancini-Boyle
(Deputy Leader) Finance

Portfolio holders

Cllr J K Copplestone Economic Development

Cllr J J Emsell Transformation and
Organisational Development

Cllr L H Hemsall Planning

Cllr J Leggett Environmental Excellence

Cllr F Whymark Housing and Wellbeing

Time

6.00 pm

Place

To be hosted remotely at
Thorpe Lodge
1 Yarmouth Road
Thorpe St Andrew
Norwich

If any Member wishes to clarify details relating to any matter on the agenda they are requested to contact the relevant Director / Assistant Director

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@BDCDemServices

Public Attendance

This meeting will be live streamed for public viewing via the following link:
<https://www.youtube.com/channel/UCZciRgwo84-iPyRImsTCIng>.

If a member of the public would like to attend to ask a question, or make a statement on an agenda item, please email your request to committee.services@broadland.gov.uk no later than 5.00pm on Friday 8 January 2021.

A G E N D A

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1	To receive declarations of interest under Procedural Rule no 8	
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4	Matters arising therefrom (if any)	
5	Public Speaking	
	To consider representation from the members of the public who have expressed the wish to convey their views on items on this Agenda.	
	In accordance with the Constitution a period of 3 minutes is allowed per member of the public.	
6	Representations from Non-Cabinet Members	
	To receive the views from non-Cabinet Members on items on this agenda. Members are reminded to advise the Leader if they wish to attend and speak at the meeting.	
	In accordance with the Constitution a period of 3 minutes is allowed per non-Cabinet Member.	
7	Overview and Scrutiny Committee	
	The Cabinet were advised of views expressed by the Committee at its meeting on 5 January 2021 in relation to items on this Agenda.	
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Trevor Holden
Managing Director

DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. Affect yours, or your spouse / partner's financial position?
2. Relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

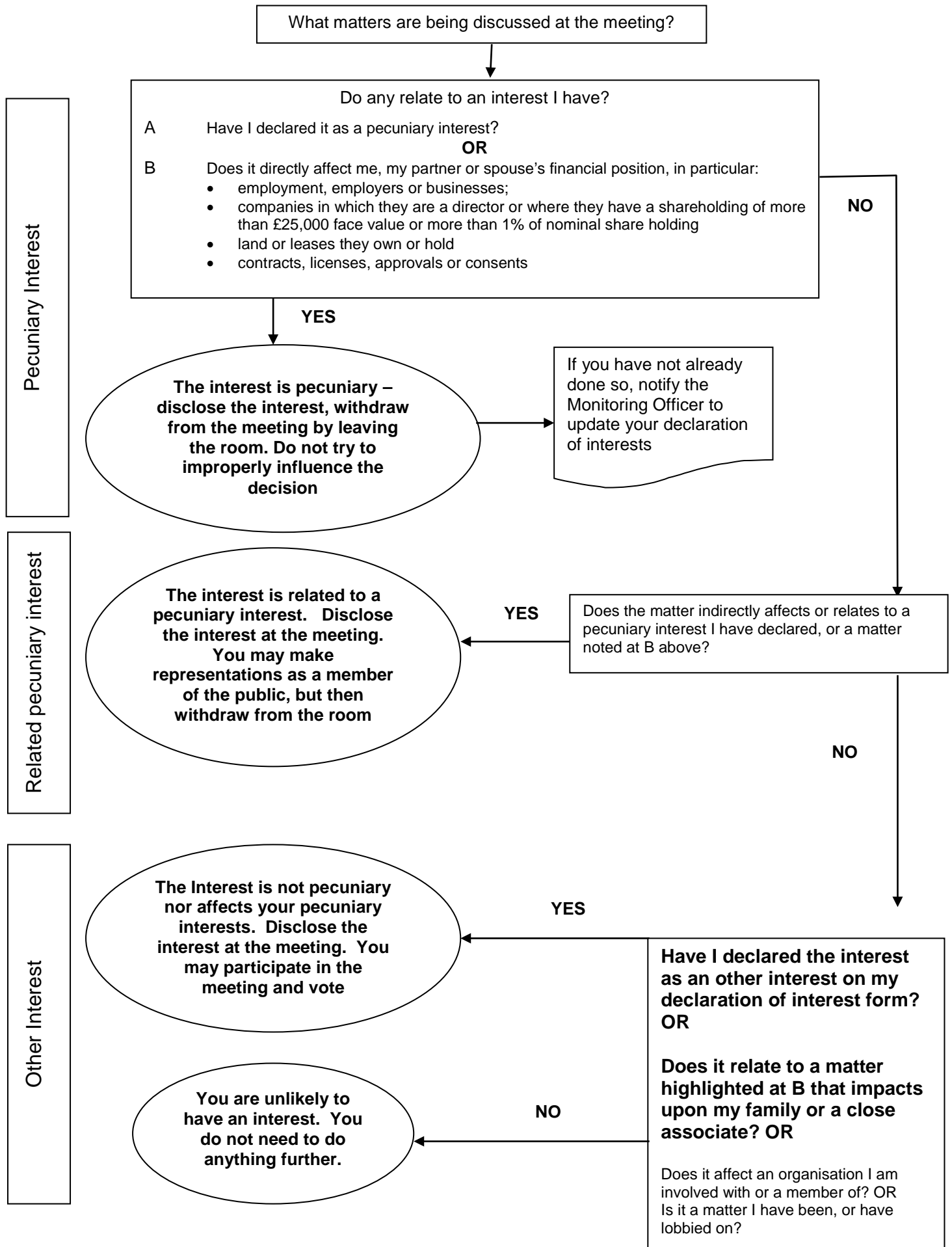
If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

Is the interest not related to any of the above? If so, it is likely to be another interest. You will need to declare the interest, but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER
IN THE FIRST INSTANCE**

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



Minutes of a meeting of **Cabinet** held by video link on **Tuesday 8 December 2020** at **6.00pm** when there were present:

Cllr S A Vincent – Policy (Chairman)

Portfolio holders:

Cllr J K Copplestone	Economic Development
Cllr J J Emsell	Transformation and Organisational Development
Cllr L H Hempsall	Planning
Cllr J Leggett	Environmental Excellence
Cllr T M Mancini-Boyle	Finance
Cllr F Whymark	Housing and Wellbeing

Cllr T Adams, Cllr N Brennan and Cllr S Riley also attended the meeting.

Also in attendance were the Managing Director, Director Place, Director Resources, Director People and Communities, Chief of Staff, Assistant Director Governance and Business Support (Monitoring Officer), Assistant Director Individuals and Families, Senior Finance Business Partner and the Democratic Services Officers (LA and JO).

167 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member	Minute No & Heading	Nature of Interest
Cllr J Copplestone	204 – Budget Update 2 nd Wave Covid Funding.	Owner of a business in receipt of a Local Restriction Support Grant.

168 MINUTES

The Minutes of the meeting held on 3 November 2020 were confirmed as a correct record.

169 REPRESENTATIONS FROM NON CABINET MEMBERS

The Chairman agreed that, at his discretion, all non-Cabinet Members in attendance be allowed to join the debate at the relevant point of the proceedings on request.

170 OVERVIEW AND SCRUTINY COMMITTEE

Cabinet received the Minutes of the meeting of the Overview and Scrutiny Committee held on 17 November 2020.

Minute No: 200 – Future of Community Grants – Call-In of Cabinet Decision

Referred back to Cabinet by the Committee

To reconsider introducing changes to the member-led ward grant system to utilise underspend in February each year.

The Portfolio Holder for Economic Development advised the meeting that the request by the Overview and Scrutiny Committee had been considered, but it had been determined that it would be too difficult to administer and adjudicate a mechanism for the allocation of any remaining underspend.

Instead it was proposed that from 1 March each year any underspend in the Member Grant Scheme should be donated to the Community Group Start-up Grant Scheme.

In response, the Chairman of the Overview and Scrutiny Committee acknowledged that this would be a means of utilising any underspend, but he still felt that allocating it to Members would mean that it could be used in a more targeted way.

RESOLVED

That from the 1 March each year any unspent funding from the Member Grant Scheme would be donated to the Community Group Start-up Grant Scheme.

171 BUDGET UPDATE – 2ND WAVE COVID FUNDING

The Director Resources outlined the report, which requested that additional contingency funding be released to support the continuing response to Covid-19, whilst maintaining existing Council services.

In preparation for the potential increase in demand on service in the next few months Officers had undertaken a review of the Council's state of readiness and had identified that a number of additional staff would be required to meet this challenge.

The Director People and Communities advised the meeting that the additional demand on the Housing Department and the increase in the complexity of

cases caused by the economic downturn resulting from Covid-19 could require two additional full time Housing Solution Officers for up to 18 months to maintain services.

Similarly, to meet a potential surge in call volumes to the Community Hub five full time officers could be required for up to six months.

Two additional full time Community Connectors to support community capacity in response to the pandemic could also be required for 18 months. These Officers would be supporting isolated and shielding individuals who might not know how to access assistance and would also reduce pressure on the Housing Department, whilst forging relationships with partner organisations to provide support to vulnerable residents.

The Chairman suggested that some of the proposals seemed to resemble a redesign of service, which appeared to be beyond what Cabinet were being asked to agree.

In response, the Managing Director confirmed that the proposals were not a redesign of service, but aimed to ensure it was a service that was fit for purpose under the current circumstances. The proposal was for a budget provision that would only be used if needed. For example, if the Christmas easing of restrictions led to an upsurge in infection rates and a subsequent increase in demand on Council services. It would also give the Council the ability to stimulate the local economy and bounce back from Covid-19 more strongly.

Members were asked to note that a significant amount of the proposals could be delivered through existing Government Grant, but it had been decided to bring them to Members in advance of any second wave so they would have a clear picture of where would be the areas of greatest demand on the Council going forward and to have the means in place to make a rapid response to the address this demand.

Concerns were expressed that the report needed more work to explain how the additional resource fitted in with the requirements of the Council more clearly. Further concerns were raised about the possible impact it could have upon the savings that could be generated by collaboration and if short term contracts could turn into full time employment.

Members confirmed that they were comfortable with recommendations 1 and 2, but would prefer to have more information brought back to Cabinet before determining recommendations 3 and 4.

The Chairman of the Overview and Scrutiny Committee commended the decision to defer recommendations 3 and 4, which was broadly in line with the views of the Committee, who also had concerns regarding governance of

the Council Chamber IT project and that other IT projects could be delayed by it.

In response, the Assistant Director Governance and Business Support (Monitoring Officer) advised Members that the current legislation for remote Council meetings was in place until 7 May and this had proved to be very successful with much better attended meetings and greater public awareness of Council activities, so it was hoped that this would be extended. She also reassured Members that the Council Chamber IT project would not delay any of the major IT projects from being delivered on time.

RECOMMENDED TO COUNCIL

To agree:

- (1) To increase the general 20/21 Covid 19 emergency budgets by £250,000 to provide additional resource to support the Council's response to Covid 19. To be funded by the Government's Covid grant.
- (2) To increase the housing 20/21 Covid 19 emergency budget by £50,000 to meet the ongoing need for homelessness support. To be funded by the Government's Covid grant.

To defer a decision on the following:

- (3) That £350,000 should be including in the 21/22 budgets to help cover the cost of responding to the Covid 19 pandemic, to be funded from the Council's general reserve.
- (4) To increase the BDC 20/21 Information Technology Capital Budget by £50,000, to improve the technology in the council chamber.

Reasons for decision

To maintain services and support residents and businesses in the District and to seek more information before making a final decision on some elements of the proposals.

172 BUSINESS RATES POOLING

The Director Resources introduced the report, which sought agreement to continue with Business Rates Pooling for 2021/22.

The best estimate for the Norfolk wide pool in 2021/22 suggested that an additional £3,873 could be generated by pooling, although there was some

uncertainty and some local authorities would only need a slight negative impact before they fell into a 'safety net' position, which would adversely affect the gain generated by pooling.

There was also the risk from the NHS legal appeal for Business Rates relief, which could have a significant impact on local authority finances, if successful.

The Leader noted that pooling would only have to be agreed in principle at this stage and a more informed decision could be made once the provisional local government finance settlement was known.

The Portfolio Holder for Finance noted that this was usually a Portfolio Holder decision, but was brought to Cabinet because of the increase risk created by the pandemic.

RESOLVED

to agree:

- (1) In principle to continue with Business Rates Pooling for 2021/22.
- (2) That the Assistant Director Finance, in consultation with the Leader and the Portfolio Holder for Finance, is authorised to withdraw BDC from the Norfolk pool, if latest modelling undertaken by the Norfolk authorities no longer demonstrates a financial benefit from pooling.

Reasons for decision

To continue with the Business Rates Pooling, whilst monitoring it closely to assess if it remained of benefit to the District.

173 REVIEW OF EARMARKED RESERVES

The Senior Finance Business Partner introduced the report which recommended a number of changes to the Council's earmarked reserves.

It was proposed that the Bridge Maintenance Reserve be separated into the following two reserves, to make it easier to identify the monies attributed to each element:

- Marriott's Way Reserve with an allocation of £60,000
- Bure Valley Railway Reserve with an allocation of £270,000.

The additions to the following Reserves were proposed:

- IT Reserve – an additional £1.3m.
- Broadland Growth Reserve – an additional £5m.

The creation of the following Reserves was proposed:

- Refuse Services – £3m.
- Food Innovation Centre Reserve – £1.86m.

The Portfolio Holder for Finance informed Members that this was the report that had been brought to the November Cabinet with the additional information requested and the separation of the Bridge Maintenance Reserve, to make it easier to identify each element.

The Leader noted the increase in the Reserve for Broadland Growth, which would help with the housing shortage in the District, much of which would be affordable housing. He also welcomed the new Reserve for the Food Innovation Centre, which would be a very exciting project for the Norfolk economy.

Members were advised that there were a number of projects that had been agreed on, but not yet completed and that the recommendation sought to allow the Assistant Director Economic Growth, in consultation with the Portfolio Holder for Economic Development to agree additional economic growth projects using the funding not yet allocated to projects.

The Portfolio Holder for Economic Development advised Cabinet that the Overview and Scrutiny Committee had recommended that the Economic Success Panel should be informed of any upcoming projects funded in this way, but that she considered that these sums were too small to be considered by the Panel.

The Leader noted that there were other means of keeping Members informed about how this money was spent.

RECOMMEND TO COUNCIL

The following changes to the Council's Reserves:

- (1) To separate the Bridge Maintenance Reserve into two reserves.
 - a. One to be named Marriott's way with an allocation of £60,000
 - b. One to be named Bure Valley Railway with an allocation of £270,000.

- (2) The addition to the following Reserves:
 - a. IT Reserve - £1.3m.
 - b. Broadland Growth Reserve - £5m.
- (3) The creation of the following Reserves:
 - a. Refuse Services - £3m.
 - b. Food Innovation Centre Reserve - £1.86m.

Cabinet to confirm that:

The Assistant Director Economic Growth, in consultation with the Portfolio Holder for Economic Development, has the authority to agree additional economic growth projects to be funded from the Economic Success Fund.

Reasons for decision

The report was a factual account.

The meeting closed at 7.02pm.

Minutes of a meeting of the **Environmental Excellence Panel** held by video link on **Thursday 26 November 2020** at **6pm** when there were present:

Cllr J Leggett – Chairman

Cllr D J Britcher

Cllr K S Kelly

Cllr S M Prutton

Cllr A D Crotch

Cllr K E Lawrence

Cllr J M Ward

Cllr J F Fisher

Cllr G K Nurden

Cllr N Brennan, Cllr S Lawn and Cllr T Mancini-Boyle were also present for all or part of the meeting.

In attendance were the Assistant Director Regulatory, the Assistant Director Community Service, the Infrastructure Delivery Officer, the Community Safety and Intervention Lead, the Environmental Protection Manager, the National Management Trainee and the Democratic Services Officers (DM & LA).

49 APOLOGIES FOR ABSENCE

No apologies were received.

50 MINUTES

The minutes of the meeting held on 8 October 2020 were confirmed as a correct record and signed by the Chairman.

51 PROGRESS REPORT ON ENVIRONMENTAL STRATEGY DELIVERY PLANNING

Members considered the report of the Infrastructure Delivery Officer who, with the aid of a presentation, updated the Panel on the progress with the Environmental Strategy delivery work and invited Members to give their feedback on some readily deliverable projects.

In presenting the report, the Infrastructure Delivery Officer made reference to the Government's recent announcement of its 10 point plan for the Green Industrial Revolution which outlined the ambitions of the Government and a briefing note was currently being prepared on this to share with Members.

The Infrastructure Delivery Officer drew attention to the five readily deliverable projects identified in the Action Plan following a detailed

evaluation and priority assessment, these being: tree planning and biodiversity, electric charging points, single use plastic free council and beyond green energy supplier and procurement strategy with further details of each project detailed in the report. Scoping work to fully define the projects and assess budget implications and resources for delivery was now taking place together with the development of a timeline and phasing plan for each project. With the exception of the tree planting project, the phasing plan for the four projects would be divided into two main tranches: phase one to deliver actions that the Council could itself implement and Phase two looking at how the Council could support others (businesses, community groups, partners and town/parish councils) to become greener. The Infrastructure Delivery Officer highlighted potential actions which could be taken in each of the phases for the four projects. She also shared a timeline for roll out of top five priorities with the initial stages in phase one underway and with phase 2 projected to get underway by 2023.

With regard to the tree planting scheme, this was a very ambitious project and potentially resource intensive. Two options for the formulation of the necessary budget had been drafted and Members' views were sought on these options. Utilising the budget assessment in option 1 would provide an estimated budget figure within 1-2 months whereas the more detailed feasibility study to assess full cost implications would take 3-6 months to establish a budget; this was also dependent on the appointment of the recently approved member of staff to help with implementation of the Strategy.

Members' views were also being sought on the driving forces informing the choices underpinning the ambition to plant 130,000 trees – one tree per resident and if these related to Carbon capture / carbon sink, biodiversity enhancement or environmental action / community engagement or other drivers. This information would help influence the mechanisms for delivery for example the species and mix of trees planted and the planting options and locations.

The Infrastructure Delivery Officer then went on to outline what had been achieved to date on delivery of the Environmental Strategy despite the impact of COVID. These included 500 trees planted at woodlands in Rackheath, successful funding from the Infrastructure Investment Fund for biodiversity work along the Bure Valley Railway, conservation grazing of heathland and wildlife sites at the new country park in Horsford / Felthorpe, funding of 1,219 trees to be planted by tree wardens and 15 large standard trees planted on public open spaces.

With regard to the need for strong communication and outreach of delivery of the Environmental Strategy, the Infrastructure Delivery Officer outlined a number of potential options including a goal thermometer on the website, the hosting of planting events and bio blitz activities at the country park, staff volunteer days, work with local schools / businesses to get involved in

planting / funding tree schemes and strengthening links with community groups and environmental organisations to promote collective goals.

Officers would now be focusing on the recruitment of the Environmental Coordinator, securing funding to facilitate the resource delivery of the five main objectives and continuing to develop relationships with stakeholders. Members were invited to comment on the budget options for the tree planting scheme, the drivers informing the choices underpinning the ambition to plant 130,000 trees and guidance on the five priorities identified.

Discussion then took place and members thanked officers for the presentation and the work undertaken to date. They welcomed the proposals and the five priorities identified. With regard to the budget options, it was felt that having regard to the timescales involved, there would be merit in seeking a fully explored and evaluated budget mindful of the need to ensure that the Council continued to secure value for its residents in addition to fulfilling its ambitions for the environment. They felt that there was insufficient information available at this time to comment in detail on the proposals or express preferences but in general they felt there was merit in an approach which incorporated all three driving forces: carbon capture / carbon sink, biodiversity enhancement and environmental action / community engagement perhaps in equal thirds, as all had value. Mindful of the diverse nature of the district it was felt this called for a flexible approach to identifying the right trees in the right location, including heritage trees if possible. They supported a wide range of approaches to delivering the projects including working with town/parish councils many of whom may already own woodlands or land suitable for planting, and with developers, in particular, management companies to help secure ongoing management, although it might be more difficult to secure the cooperation of developers in more rural areas with small scale developments. They acknowledged the need to liaise with the County Council who was also embarking on an ambitious tree planting proposal and establish how this was being rolled out. There was a need to monitor tree loss and ensure provision was made for ongoing management. Community engagement was felt to be an essential element of the proposals and an option to look at schemes whereby residents could collect, plant and maintain a donated tree could be explored.

Officers undertook to work up some more detailed proposals incorporating the preferences referred to above, including all three elements of the potential driving forces: carbon capture / carbon sink, biodiversity enhancement and environmental action / community engagement (perhaps one-third each).

RESOLVED

to note the report and, subject to the views detailed above, officers be requested to develop options for progressing the projects and the costings involved for report back to the Panel.

52 FUTURE WORK PROGRAMME

The current work programme was noted as follows:

28 January 2021	<ul style="list-style-type: none">• Recycling Initiatives• Waste Contract Procurement• MRF Contract Update (date tbc)
25 March 2021	<ul style="list-style-type: none">• Waste Contract Procurement

It was noted that an all Member briefing on progress on the Waste Contract Procurement would be held in December.

53 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

to exclude the press and public from the meeting for the remaining business because otherwise, information which was exempt information by virtue of Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972, would be disclosed to them.

54 EXEMPT MINUTES

The exempt minutes of the meeting held on 23 July 2020 as updated with the amendments agreed at the meeting on 8 October (set out in the agenda) were noted.

The meeting closed at 7.15pm.

Minutes of a meeting of the **Wellbeing Panel** held via video link on **Wednesday 9 December 2020** at **6pm**.

A roll call was taken and the following members were present:

Cllr F Whymark – Chairman

Cllr A D Crotch

Cllr M Murrell

Cllr N C Shaw

Cllr R R Foulger

Cllr S M Prutton

Cllr L A Starling

Cllr C Karimi-Ghovanlou

In attendance were the Director of People and Communities, the Assistant Director Individuals and Families, the Evaluation and Data Analyst and the Committee Officers (LA and JH).

30 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member	Minute No & Heading	Nature of Interest
Cllr Crotch	34 – Health and Wellbeing Strategy Update 2020	Previously a member of the Young Enterprise Norfolk Board

31 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr N J Harpley and Cllr J A Neesam.

32 MINUTES

The minutes of the Wellbeing Panel meeting held on 7 October 2020 were confirmed as a correct record.

33 MATTERS ARISING

The Chairman, Cllr Whymark advised Members that the Youth Advisory Board would be invited to speak at the next Wellbeing Panel meeting in February 2021.

34 HEALTH AND WELLBEING STRATEGY UPDATE 2020

The Panel considered the report of the Evaluation and Data Analyst, who provided an update on the Health and Wellbeing Strategy and the recommendations included.

The Chairman thanked the Evaluation and Data Analyst for his report and noted that the Council has been adapting well with the new ways of working as a result of the Covid pandemic.

One member asked whether the Council planned to get team activities back up and running, the Assistant Director Individuals and Families advised that officers are looking to get team activities up and running again in February 2021 in time for the schools half-term holidays.

The Panel discussed the new Covid vaccine, with one member advising that that he had received the vaccine and explaining the process. Members highlighted the importance of people taking the vaccine when invited to do so, and discussed barriers that could prevent people from being able to get the vaccine. The Assistant Director Individuals and Families advised the Panel that a Silver Coordination Group had been formed in conjunction with the CCG to look into these barriers and help support the public to get the vaccine.

Members commented on the effect of the Covid pandemic on people's mental health and social isolation, noting that this is likely to affect individuals post-Covid. Members concluded that this issue needed to be investigated and debated.

Members noted that the Covid pandemic has highlighted a number of community groups that can support individuals with mental health, social isolation and loneliness and agreed that it is important that the Council helps to signpost these groups. Members discussed using leafletting, social media and parish magazines as a way to signpost these groups to the public.

In response to a discussion on the increase of domestic abuse cases and redundancy as a result of Covid, the Assistant Director Individuals and Families advised the Panel that the Council is working closely with the police to look into more that can be done to support domestic abuse victims and to prevent domestic abuse occurring. He also advised Members the Council is working closely with the DWP to support people getting back into work, supporting people with training, loss of confidence and adult learning. He advised Members that this is a strong focus moving into 2021 and that reports will be brought before the Panel on this area.

Members welcomed the updated Health and Wellbeing Strategy and it was unanimously, by a show of hands

RESOLVED to

- (1) Note the report and the success of the Council's actions with regards to Health and Wellbeing and to further note the intention of officers to:
- (2) Produce a further update for the panel to consider the ongoing impacts of coronavirus on resident health and wellbeing, by Summer 2021.
- (3) Review and produce a Joint Health and Wellbeing Framework to take account of the long-term impacts of the coronavirus pandemic and to align to the 2020-2024 Joint Strategic Plan, for consideration of the Council for adoption from April 2022.

The meeting closed at 6.41pm

DRAFT

WARM HOMES FUND – ADDITIONAL FUNDING – CONTRACT AWARD

Report Author: Mike Pursehouse
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Portfolio: Housing and Wellbeing

Wards Affected: All

Purpose of the Report:

The Council operates the warm homes fund for Norfolk [Website link](#) on behalf of Norfolk local authorities, the Authority has been awarded an extra £1.24 million in funding from the Department for Business Energy and Industrial Strategy through their Green Homes Grant, Local Authority Delivery platform, to distribute before 31 March 2021.

Due to the size of the funding, which is not the Council's own funds, requires approval from Cabinet to authorise the associated contracts.

Recommendations:

1. To award a contract to Cornerstone East Anglia Limited under the terms of the East Midlands Framework for External Wall Insulation, Cavity and loft insulation work
2. To award a contract to Dodd Group under the terms of the Eastern Procurement framework for Air Source Heat Pumps.

1 SUMMARY

- 1.1 Broadland Council leads an established consortium between all seven Norfolk local authorities. Following the award of an extra £1.24 million that must be spent by 31 March 2021, we require approval from Cabinet to award contracts under Framework Agreements which will enable us to deliver this scheme in a short timescale.

2 BACKGROUND

- 2.1 The Council continues to successfully lead a Norfolk wide consortium to support fuel poor residents across Norfolk with advice, support and first-time central heating systems.

3 CURRENT POSITION/FINDINGS

- 3.1 As part of this consortium, we have been awarded an additional £1.24 million of external funding to install air source heat pumps, external and cavity wall insulation and loft insulation in low income owner occupied and privately rented properties with an EPC (Energy Performance Certificate) rating of E,F and G.
- 3.2 This funding must be spent by 31 March 2021 which is a tight timescale but is achievable.
- 3.3 The Council is entitled to use the East Midlands Framework to enter into a contract with Cornerstone East Anglia Limited to deliver External Wall Insulation, Cavity and loft insulation work. Under the framework a JCT (Joint Contract Tribunal) a pricing procedure has been agreed and a Measured Team Contract of the unit pricing of delivery.
- 3.4 The potential value is in the region of £800K. Therefore, under the Council's Contract Procedure Rules Cabinet has to award the contract
- 3.5 The Council is entitled to use the Eastern Procurement Framework to enter into a contract with the Dodd Group to deliver Air Source Heat Pumps. The potential Value is in the region of £200K. Therefore, under the Council's Contract Procedure Rules Cabinet has to award the contract

4 PROPOSED ACTION

- 4.1 Awarding contracts under framework agreements not only allows contracts to be entered into quickly, they also provide Value for Money as they will have been competitively let.
- 4.2 It is therefore proposed to proceed with the procurement of services via framework agreements to enable to speedy delivery of this additional funding to benefits residents in Broadland and the rest of Norfolk.

5 OTHER OPTIONS

- 5.1 Without a procurement framework we would have to manually procure each contract which is time consuming at a time when we are working hard to maintain our existing housing standards functions due to Covid backlog of work. Therefore, we may risk not spending this additional funding in time, and be at risk of handing back funding to central Government.

6 ISSUES AND RISKS

- 6.1 **Resource Implications** – This proposal can be managed within the existing resources.
- 6.2 **Legal Implications** – A full procurement exercise has been completed and complies with our procurement policy
- 6.3 **Equality Implications** – The warm homes fund has an equalities assessment in place and this additional procurement has regard to this assessment.
- 6.4 **Environmental Impact** – This proposal seeks to improve the efficiency of homes and therefore has a positive impact on the environment.
- 6.5 **Crime and Disorder** – None
- 6.6 **Risks** – there is no additional risks to this procurement.

7 CONCLUSION

- 7.1 This additional money will help the Council and wider Norfolk residents to improve the warmth and efficiency of our fuel poor residents.

8 RECOMMENDATIONS

1. To award a contract to Cornerstone East Anglia Limited under the terms of the East Midlands Framework for External Wall Insulation, Cavity and loft insulation work
2. To award a contract to Dodd Group under the terms of the Eastern Procurement framework for Air Source Heat Pumps.

GREATER NORWICH LOCAL PLAN – REGULATION 19, PRE-SUBMISSION PUBLICATION

Report Authors: Paul Harris
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paul.harris@broadland.gov.uk

Portfolio: Planning

Wards Affected: All

Purpose of the Report:

This report seeks the agreement of Cabinet to publish the Greater Norwich Local Plan under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012

Recommendations:

1. To agree to publish the Greater Norwich Local Plan under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012;

and,
2. Delegate authority to the Assistant Director for Planning in consultation with the Portfolio Holder for Planning Authority to make any minor or factual corrections to the GNLP ahead of its publication.

1 SUMMARY

- 1.1 The Greater Norwich Development Partnership Board has recommended that Broadland District, Norwich City and South Norfolk Councils agree to publish the Regulation 19 Pre-Submission Draft Greater Norwich Local Plan (GNLP). This is the formal publication of the document under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 to enable representations to come forward that can be considered at examination.
- 1.2 The proposal was reported to the overseeing Greater Norwich Development Partnership Board meetings on the 7 and 16 December 2020. The GNDP reports setting out the detail of the proposals are appended to this report.

2 BACKGROUND

- 2.1 Broadland District Council, Norwich City Council and South Norfolk Council are working together with Norfolk County Council to prepare the Greater Norwich Local Plan (GNLP). The GNLP builds on the long-established joint working arrangements for Greater Norwich, which delivered the Core Strategy (JCS). The JCS plans for the housing and jobs needs of the area to 2026. The GNLP will ensure that these needs continue to be met to 2038. The GNLP includes strategic planning policies and allocates individual sites for development.
- 2.2 When adopted the GNLP will become part of the Development Plan, and will replace the current Joint Core Strategy and Broadland Site Allocations DPD. The Growth Triangle Area Action Plan and the Broadland District Development Management Policies Document will not be replaced, although there may be elements of the GNLP that add to, amend or replace parts of those documents.
- 2.3 The GNLP is being prepared by a team of officers from Broadland, Norwich and South Norfolk. The Greater Norwich Development Partnership Board (GNDP) exercises political leadership for the planning activities carried out jointly by the Greater Norwich Local Planning Authorities. The board is made up of three members from Broadland District Council, Norwich City Council and South Norfolk Council and a member from the Broads Authority. The group is supported in its role by Director level representation from each Local Authority.
- 2.4 It is proposed to publish the GNLP under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 from 1 February to 15 March 2021. Regulation 19 is part of the formal stage of plan making and follows on early consultations under Regulation 18. Regulation 19 is not a consultation per se but rather allows stakeholders to submit representations in respect of whether the plan is: 1) legally and procedurally compliant; 2) Sound¹; and 3) in compliance with the Duty to Cooperate. Representations made at Regulation 19 will be considered as part of any independent examination into the GNLP.

¹ Soundness is defined in paragraph 35 of the NPPF and requires a Local Plan to be positively prepared, justified, effective and consistent with national policy.

- 2.5 The decision to submit the GNLP for independent examination will need to be taken by Full Council following the completion of the Regulation 19 stage and in light of any representations made.
- 2.6 The GNDP considered the Pre-submission version of the GNLP at its meetings on the 7 and 16 December and agreed to recommend to councils that they should agree to publish the Regulation 19 Pre-Submission Draft Greater Norwich Local Plan Strategy and Sites Document. The GNDP reports related to the Strategy and Sites documents are appended to this report. Appendix 1 is the GNDP report of 7 December on the Strategy, included with the report are the key changes between the proposed Regulation 19 Pre-Submission Draft Greater Norwich Local Plan Strategy and the Regulation 18C document that was previously agreed by Cabinet and consulted upon at the start of 2020. Further changes to the strategy that have been made in response to discussions with the GNDP are set out in appendix 2 and 3. Appendix 4 is the report on the Sites [document](#).
- 2.7 The final Regulation 19 Strategy and Sites Documents that are proposed to be published under regulation 19 have been published at: <https://www.greaternorwichgrowth.org.uk/planning/greater-norwich-local-plan/regulation-19-cabinet-papers/>. Due to the size of the Strategy and Sites Documents they have not been reproduced separately to accompany this report.
- 2.8 The first part of the GNLP is the Strategy element of the document. The Strategy document comprises:
- A profile of Greater Norwich that describes its key characteristics;
 - the vision and objectives of the plan;
 - statements on how the plan prioritises delivery and addresses climate change issues;
 - 7 strategic policies that set out the overall growth strategy and policies for the achievement of sustainable communities, environmental protection and enhancement, strategic infrastructure, homes, the economy and the distribution of new homes and commercial /employment uses across the Settlement Hierarchy. The Settlement Hierarchy comprises:
 - the Norwich urban area and fringe parishes within Broadland and South Norfolk;
 - the main towns (including Aylsham, Diss, Long Stratton and Wymondham);
 - the key services centres (including Acle, Blofield, Brundall, Hethersett, Hingham, Loddon and Chedgrave, Poringland, Reepham and Wroxham);
 - the village clusters across Broadland and South Norfolk; and,
 - small scale windfall housing development and new settlements;
 - a suite of appendices setting out infrastructure requirements, a glossary, the monitoring framework, details of retained and superseded plans, an

explanation of the number of homes allocated to village cluster areas in Broadland, a housing trajectory, and a list of places that may have further development under the windfall housing development policy.

- 2.9 The detail content of these sections is set out within the strategy document available via the weblink provided, with further explanation in the GNDP reports referred to in paragraph 2.6 and appended to this report. For the sake of brevity, further detail of the policies is not provided here.
- 2.10 The second part of the strategy is the sites document which contains the allocation of site to deliver the GNLP strategy. This includes undeveloped allocations carried forward from the Broadland, Norwich and South Norfolk Local Plans alongside new allocations for housing, employment, mixed uses (typically a mixture of housing and employment), recreation, open space and community uses.
- 2.11 The sites document is divided into chapters that comprises: Norwich and the fringe parishes, Main Towns, Key Service Centres, Broadland Village Clusters; and, non-residential allocations in South Norfolk villages. Maps and sites policies for each of the allocated sites. A contingency site for circa 800 homes at Costessey has also been included, with specific triggers for its release.
- 2.12 The allocation of land for housing development in the South Norfolk Village Cluster area is not included as this is being taken forward separately through the preparation of the South Norfolk Village Cluster Housing Allocation Plan.

3 CURRENT POSITION

- 3.1 The adopted Development Plan makes provision for the housing and economic growth needs of the area to 2026, although some provision for development beyond this period is made within the Growth Triangle Area.
- 3.2 The adopted development plan for Broadland comprises the:
- Joint Core Strategy for Broadland, Norwich and South Norfolk, adopted March 2011, with amendments adopted January 2014
 - Broadland Development Management DPD, adopted August 2015
 - Broadland Site Allocations DPD, adopted May 2016
 - Growth Triangle Area Action Plan, adopted July 2016
 - Adopted Neighbourhood Plan
- 3.3 When completed the GNLP will become part of the Development Plan, and will replace the current Joint Core Strategy and Broadland Site Allocations DPD. In doing so it will ensure that the Strategic Policies remain up-to-date and that the housing and jobs needs of the area continue to be met to 2038.
- 3.4 In respect of managing development through the determination of planning applications, to the extent that the adopted development plan policies are material to an application for planning permission the decision to grant or refuse permission

must be taken in accordance with the development plan unless there are material considerations that indicate otherwise.

- 3.5 Whilst policies of the development plan do not become “out-of-date” simply through the passage of time, it is important that plans are kept up-to-date in order to ensure that the policies that they contain carry full weight in the determination of planning applications.
- 3.6 In its Planning for the Future document published in March 2020, government also set out its intention to set a deadline of December 2023 for all local authorities to have an up-to-date local plan. Indicating that government will prepare to intervene where local authorities fail to do so.
- 3.7 The GNLP will not replace the Growth Triangle Area Action Plan or the Broadland District Development Management Policies Document will not be replaced, although there may be elements of the GNLP that add to, amend or replace parts of those documents.
- 3.8 Further consideration will be given to the need to update those plans not to be replaced will be considered once the GNLP is adopted and in light of any wider changes to the planning system as consulted on by government in the Planning for the Future White Paper, August 2020.

4 PROPOSED ACTION

- 4.1 It is proposed that Cabinet approve the draft GNLP for publication under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 from 1 February to 15 March 2021.

5 OTHER OPTIONS

- 5.1 Cabinet may seek amendments to the draft GNLP prior to its publication or resolve not to approve the draft GNLP for publication.
- 5.2 Any amendments would however need to be agreed independently by each of the three Councils. Therefore, any decision to propose amendments would therefore likely revert to the GNLP for further discussions between the Councils representatives and would lead to delays in the publications of the draft GNLP. Such delays may be substantial as publication is likely to need to be delayed until after the purdah period for the Norwich City elections between the end of March and early May.
- 5.3 A resolution not to approve the GNLP for publication would also cause significant delay in the adoption of the plan. The length of such a delay would depend on the reasons given for determining not to give such approval.

6 ISSUES AND RISKS

- 6.1 **Resource Implications** – The GNLP is produced under an agreed budget with contributions from the three councils. Existing staff resources from each of the three authorities is also utilised to support the production of the plan. Delays in the progress of the plan are likely result in further costs being borne by each of the three authorities.
- 6.2 **Legal Implications** – When adopted the GNLP will become part of the Development Plan for the area. In accordance with section 70(2) of the Town and County Planning Act 1990 and section 38(6) of the Planning and Compulsory Purchase Act 2004, To the extent that development plan policies are material to an application for planning permission the decision must be taken in accordance with the development plan unless there are material considerations that indicate otherwise.

Section 3 sets out the implications for decision making of maintaining an up-to-date Development Plan.

- 6.3 **Equality Implications** – An equalities impact assessment is being produced alongside the GNLP. It is intended that the assessment related to the Regulation 19 draft GNLP, will be published at <https://www.greaternorwichgrowth.org.uk/planning/greater-norwich-local-plan/regulation-19-cabinet-papers/>, prior to the documents consideration by Cabinet.
- 6.4 **Environmental Impact** – The GNLP has been subject to Sustainability Appraisal (Incorporating Strategic Environmental Assessment) and Habitat Regulations Assessment. It is intended that the assessments related to the Regulation 19 draft GNLP, will be published at <https://www.greaternorwichgrowth.org.uk/planning/greater-norwich-local-plan/regulation-19-cabinet-papers/>, prior to the documents consideration by Cabinet.
- 6.5 **Crime and Disorder** – Policy 2 of the Regulation 19 draft of the GNLP requires development proposals to “create inclusive, resilient and safe communities.
- 6.6 **Risks** – The Regulation 19 draft of the GNLP has been prepared under an accelerated timetable. As such it was not possible to carry out the Regulation 18D consultation that was agreed by the GNLP board on 10th July 2020 and subsequently agreed by councils’ through updates to their Local Development Schemes (LDS).

A number of mitigations measures have been put in place through the acceleration programme to minimise the additional risk posed by removing this stage of consultation.

7 CONCLUSION

- 7.1 For the reasons set out in section three, the timely progress of the GNLP is important in order to ensure that the Council's Development Plan remains effective and that the policies of the Development Plan continue to have full weight in the determination of planning application.
- 7.2 The GNDP Board has overseen and scrutinised the emerging GNLP and have recommended that councils agree to Publish the draft GNLP under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 from 1 February to 15 March 2021.

8 RECOMMENDATIONS

- 8.1 Cabinet to agree to:
1. Publish the draft GNLP under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 from 1 February to 15 March 2021;
 - and,
 2. Delegate authority to the Assistant Director for Planning in consultation with the Portfolio Holder for Planning Authority to make any minor or factual corrections to the GNLP ahead of its publication.

Background Papers

None

Appendix 1

Greater Norwich Development Partnership (GNDP)	
Report title	Greater Norwich Local Plan Regulation 19 Publication Stage – Interim Pre-submission Draft Strategy for representations on soundness and legal compliance
Date	7th December 2020
<u>Recommendation</u>	
<p>That the Board:</p> <ul style="list-style-type: none"> • Recommends to the councils that they should agree to publish the Regulation 19 Pre-submission Draft Greater Norwich Local Plan Strategy appended to this report for representations on soundness and legal compliance; • Delegates authority to directors to make changes agreed today and at the GNDP meeting on 16th December, plus other minor changes to the plan, prior to it being reported to councils in January. 	

Introduction

1. The Draft Greater Norwich Local Plan (GNLP) consists of two parts. These are the Strategy and the Sites document. This report covers the Regulation 19 pre-submission Strategy (see appendix 1). The Regulation 19 Sites document will be considered by the GNDP on December 16th.
2. The GNDP meeting on 30th September 2020 agreed a revised timetable for plan preparation and instructed officers to prepare a Regulation 19 pre-submission version of the plan for consideration by the GNDP Board in December 2020. The agreed timetable is summarised below:

Timetable revised September 2020	
Reg. 19 plan endorsed by GNDP	From 7 December 2020
Cabinets agree Reg. 19 plan	Mid-January 2021
Reg. 19 publication for soundness and legal compliance	1 February – 15 March 2021
Submission of the GNLP to the Secretary of State	July 2021
Public Examination	Nov/Dec 2021
Consultation on proposed main modifications	Mar/Apr 22
Publication of Inspector's report	July 22
Adoption of the Greater Norwich Local Plan	Sept 22

3. This report, including the comprehensive version of the draft Regulation 19 plan, shows that the great majority of the work on the strategy has been completed. It

also covers the evidence base and identifies that some elements of this will be developed further ahead of submission of the plan in summer 2021.

4. The draft Regulation 19 plan has an end date of 2038. This is needed to conform with current national planning requirements. However, it should be noted that due to the Government's commitment to reform plan-making, it is highly likely that the GNLP will be superseded by a subsequent local plan produced under the new planning system within a few years of its adoption.
5. This means that the GNLP will play an important role in providing continuity between the present and new plan-making systems. In line with clear guidance from the Government that plan-making should continue ahead of the implementation of the new system, the GNLP's adoption scheduled for 2022 will allow us to address housing need, plan for jobs growth and to protect and enhance our special environment in the near future.
6. The GNLP strategy also provides a "direction of travel" for the longer term by identifying opportunities for growth which could be taken forward to meet additional needs for the next local plan. By having a specific policy on the issue, it establishes that a significant part of this long-term need will be met in a future plan through the development of a new settlement or settlements.
7. This is supported by the GNLP providing a timetable for work on new settlements to be progressed in tandem with taking this plan to adoption. This will allow the long process of choosing appropriate sites for a new settlement or settlements to be finalised through the next plan.

The Regulation 19 stage

8. It is important to note that, as the Regulation 18 consultation stage has informed the content of the plan, the Regulation 19 stage is not a general consultation.
9. Its role is to seek comments on soundness and legal compliance to assist:
 - members in deciding whether to submit the GNLP for examination in summer this year;
 - the government appointed Planning Inspector to decide on the content of that examination.
10. Respondents to the Regulation 19 Publication version of the plan will be directed to government advice on soundness matters in the National Planning Policy Framework¹.

¹ Available [here](#). See paragraph 35.

The Strategy

11. Significant headway has been made with producing the Regulation 19 strategy so that a comprehensive draft is attached. This will require updates before it is considered by cabinets in January to allow its publication. The recommendation for his report delegates authority to directors to make any changes to the appended document which are agreed today and at the GNDP meeting on 16th December. Some limited updates will also be produced to further improve the already detailed evidence base (see below).

Changes to the Strategy

12. The key change between the Regulation 18C draft plan consulted on early in 2020 and the Regulation 19 draft plan appended to this report is that overall housing numbers have been increased by just over 5,000 homes.
13. The reason for this change is that while the strategy continues to address local housing need as identified using the 2014-based projections as required by the Government's standard methodology, it also recognises that the 2018-based projections for Greater Norwich indicate that household growth may be higher. This also responds to the likely direction of travel for higher housing numbers for the area strongly indicated by Government.
14. The strategy does this by including a significant buffer (22%). Table 1 below from the appended Regulation 19 strategy sets out how the resulting total housing figure from 2018 to 2038 for the GNLP has been established and will be provided for. This includes the plan making use of a proportion (around 30%) of its projected windfall delivery as a windfall allowance and an estimated number of homes to be provided on small sites through policy 7.5.
15. A contingency site for 800 homes at Costessey remains in the GNLP but is not included in the overall housing numbers below. Along with the significant buffer, this helps to ensure that housing needs will be met through the plan.

Table 1 Establishing the Plan's total housing figure (table 6 in the appended strategy)

	Number of Homes		Explanation
A	Local housing need (2018 to 2038)	40,541	The minimum local housing need figure has been identified using the Government's standard methodology using 2014-based projections as required by transitional arrangements for plan-making.
B	Delivery 2018/2019 and 2019/20	5,240	The number of homes built in 2018/2019 and 2019/20 (including student accommodation and housing for the elderly).
C	Existing commitment (at April 2020) to be delivered to 2038 (including uplift on allocated sites)	31,398	The existing commitment is the undelivered sites which are already allocated and/or permitted, with parts of or whole sites unlikely to be delivered by 2038 excluded. Uplifts on existing allocations made through this plan are included here.
D	New allocations	10,694	These are the homes to be provided on new sites allocated through the GNLP (9,107), the South Norfolk Village Clusters Housing Sites Allocation Plan (1,200) and the Diss and area Neighbourhood Plan (200).
E	Homes delivered through policy 7.5	800	Policy 7.5 provides for delivery of 3 to 5 homes on small scale sites adjacent to settlement boundaries or on infill sites within recognisable group of dwellings ² .
F	Windfall allowance	1,360	There is a limited reliance on windfall sites. Evidence provides an estimated around 4,450 homes resulting from windfall development during the remainder of the plan period. As windfall is likely to remain robustly high this allows part of this evidenced windfall delivery to be used to demonstrate delivery of some of the total housing figure.
B + C + D + E + F	Total housing figure	49,492	Delivery (B), commitments (C), new allocations (D), homes delivered through policy 7.5 (E) and the windfall allowance (F). This provides a 22% buffer to cater for the potential for higher growth rates. It also mitigates any risk of non-delivery of sites to ensure delivery of local housing need.

² See policy 7.5 and appendix 7 for further information.

16. Table 2 below summarises the changes which have been made to the strategy following Regulation 18C consultation early in 2020. It also provides a justification for those changes.

17. Further information on the changes to housing numbers is also in table 2. This includes the locations identified for further growth in comparison with the Regulation 18C draft version of the plan, along with the limited number of sites which are no longer included in the plan.

Table 2 - Summary of substantive changes from the Reg. 18C to the Reg. 19 GNLP Strategy

Chapter/Policy	Summary of Changes	Reason for Changes
Introductory Sections		
Foreword	Wording provided in separate document for consideration today.	To provide an update so that the text is suitable for the submission document.
1. Introduction	Clarification of the plan being produced under the Government’s transitional arrangements, the role of the strategy and which policies are strategic. Revised text emphasises that the GNLP provides continuity and an excellent basis for the new planning system promoted through “Planning for the Future”.	To reflect changes that will result from “Planning for the Future”, including the GNLP providing the strategic context for other plans.
	Updated references to the proposed ban on the sale of new petrol and diesel cars now starting in 2030.	In response to consultation comments and government announcements.
2. Greater Norwich Profile	Clarification of the role of the spatial portrait in identifying the current situation and key issues locally rather than setting policy. Clarifications to the text and various updates to data and maps.	In response to comments from a number of consultees, largely on factual issues, including Natural England, Historic England and the Environment Agency.
3. Vision and Objectives	Changed to increase the emphasis on: <ul style="list-style-type: none"> 1. enhancing the environment, water quality and biodiversity net gain; 2. local character and high-quality design; 3. access to employment; 4. reducing health inequalities, use of new technologies to access 	In response to comments from a number of consultees including Natural England, Historic England, the Environment Agency, the Highways Agency, Active Norfolk and the Town and Country Planning Association (TCPA).

	<p>health care, promoting healthy lifestyles/active travel and reducing the need to travel;</p> <p>5. housing affordability;</p> <p>6. the potential for economic change in Greater Norwich to assist the shift to a post-carbon economy and on increased productivity;</p> <p>7. the role of the agri-tech and research sectors in living with environmental change and ensuring food security and</p> <p>8. the increased role of home and remote working.</p>	Changes also reflect current and emerging economic changes and the publication of the draft Local Industrial Strategy.
4. Delivery and Climate Change Statements	Limited updates to the Delivery Statement to reflect the likely replacement of CIL by the Infrastructure Levy.	General support through the consultation for the comprehensive approach taken in the plan on these two key issues and the clear way the statements set out that approach.
	Continued use of nationally produced district wide data for carbon emissions and the link to national carbon reduction targets in plan will be retained (some consultees had suggested having local monitoring and targets).	No change to the monitoring for climate change as it is neither possible nor desirable to set up plan specific monitoring. Contributing to lowering emissions to help meet targets nationally reflects the role local plans can play among many other plans and initiatives in tackling climate change.
The Strategy		
Policy 1 The Growth Strategy	Explanation included on the use of transitional arrangements to determine the housing numbers for this plan.	To clarify how the plan is being taken forward under the changes introduced by the supporting documents for “Planning for the Future”.

	<p>The strategy now includes opportunities for an additional 5,000 homes, though no changes have been made to the overall hierarchy.</p>	<p>Changes have been made to provide the opportunity and flexibility to accommodate around 5,000 additional homes to recognise that the 2018-based household projections indicate that growth may be higher than in the 2014-based projections which are used in the plan. The additional growth is in the following locations and from the following sources:</p> <table><tr><th>Location/source</th><th>Homes</th></tr><tr><td>East Norwich</td><td>2,000</td></tr><tr><td>Sites in Colney (200), Cringleford (50), Harleston (150), Wymondham (50), Aylsham (250) and Acle (140).</td><td>840</td></tr><tr><td>Delivery from policy 7.5</td><td>800</td></tr><tr><td>Windfall allowance</td><td>1,360</td></tr><tr><td>TOTAL</td><td>5,000</td></tr></table>	Location/source	Homes	East Norwich	2,000	Sites in Colney (200), Cringleford (50), Harleston (150), Wymondham (50), Aylsham (250) and Acle (140).	840	Delivery from policy 7.5	800	Windfall allowance	1,360	TOTAL	5,000
	Location/source	Homes												
East Norwich	2,000													
Sites in Colney (200), Cringleford (50), Harleston (150), Wymondham (50), Aylsham (250) and Acle (140).	840													
Delivery from policy 7.5	800													
Windfall allowance	1,360													
TOTAL	5,000													
	<p>Limited further updates to housing numbers in tables.</p>	<p>To reflect updated commitment including housing windfalls granted permission in 2019/20 and changes to site numbers and allocations.</p>												
Policy 2 Sustainable Communities	<p>Stating that the indicative densities are net rather than gross in policy, with a resulting need to amend the glossary to define the terms.</p>	<p>To provide clarity and support the focus on appropriate densities in different parts of the area in line with the intentions of “Planning for the Future”.</p>												
	<p>Expansion of the landscape clause of the policy to refer to local character including landscape, townscape and heritage.</p>	<p>Primarily in response to Historic England’s view that the previous focus on landscape was too narrow.</p>												

	Inclusion of a requirement for public art (where appropriate).	In response to further internal review of policies, this is a successful part of existing JCS policy.
	The addition of a viability clause to the energy efficiency element of the policy.	In response to viability considerations. If the “Future Homes Standard” (scheduled for 2020) is implemented as consulted on and preferred by government in 2019, there will be no need to retain a local energy efficiency requirement as higher standards than those currently proposed in the GNLP will be required nationally.
	Text and policy to refer to the newly published National Design Guide.	To reflect recent publication of this guidance and in line with “Planning for the Future”.
	Replace reference to the optional use of “ <i>Building for Life 12</i> ” (or any successor) to promote good urban design on housing developments with “ <i>Building for a Healthy Life</i> ” (or any successor).	To reflect the updating of <i>Building for Life 12</i> to <i>Building for a Healthy Life</i> urban design tool. This change to Building for Life has been made to place a greater focus on design promoting active lifestyles. Using the optional standard in this plan helps to ensure that good urban design is a priority ahead of the likely future requirement of site-specific design codes set out in “Planning for the Future”.
	The “requirement” for masterplan / community engagement on 200+ dwelling sites is replaced by “encouragement”.	In response to consultation comments – encouragement more closely reflects NPPF policy.
	Amendments to water management and flood risk policy.	To reflect consultation comments, primarily from the Environment Agency, and to better reflect NPPF policy.

Policy 3 Environmental Protection and Enhancement	Built and Historic Environment Substantial amendments to the text and policy including: <ul style="list-style-type: none"> • A reference to the need for developers to make use of existing guidance on historic areas, such as conservation area appraisals, along with documents produced by Historic England, particularly concerning tall buildings; • A policy requirement to undertake Heritage Impact Assessments where required. • Clearer language on harm to and retention of historic assets. 	To reflect concerns expressed by consultees, particularly from Historic England, over the perceived lack of detail in policies. The revised wording has involved discussions over the level of detail which is appropriate in a strategic plan and the role that existing development management policies and supplementary guidance such as conservation area appraisals play in relation to the historic environment.
	Natural Environment Greater clarity on policy requirements for natural environment assessments. A policy requirement for 10% biodiversity net gain. Revised text and policy on mitigating impacts on HRA Directive protected sites through the provision of informal greenspace and payments to make the sites themselves resilient, with the amount to be confirmed shortly through the NSPF funded study (likely just over £200 per home).	In response to a perceived lack of detailed policy requirements from the EA and NE. This previously flagged up approach reflects the passage of the Environment Bill through parliament and comments from the EA and NE, amongst others. This approach has been worked on for a number of years and is important to ensure that the GNLP meets legal requirements.
Policy 4 Strategic Infrastructure	Updates to text on transport issues.	To reflect the passage of time since the Reg. 18C draft plan was produced.
	Inclusion of “changing attitudes to travel” as an aim of the Transport for Norwich Strategy.	To reflect its inclusion as part of the Transport for Norwich Strategy.

	Deletion of reference in policy to the cross-valley link, with a reference to its inclusion in Transport for Norwich included in the text.	To reflect the fact that there is currently no scheme for this proposal.
	Limited changes to the text and policy re. water infrastructure.	In response to comments from Anglian Water.
	Possible updates to appendix 1 setting out the infrastructure requirements to support growth (including health care provision).	Work is ongoing on updates to the Greater Norwich Local Plan Infrastructure Needs Report (GNLPINR) which informs the content of appendix 1. The work is scheduled to be completed by the end of the year and any resulting updates will be included in the Reg. 19 plan to be considered by Cabinets in January.
Policy 5 Homes	Minor changes to clarify that standard affordable housing obligations apply to purpose-build student accommodation.	In response to further internal review of policies.
	<p>Text has been amended to make it clear that to meet the need for specialist retirement units as well as other forms of specialised housing, policy 5 supports delivery of such accommodation on housing sites with good access to local services including on sites allocated for residential use. The aim of this is to integrate older people and others with specialist housing needs with the wider community. Some specific site allocations are also made to help to meet the need.</p> <p>This approach means that it is not necessary or desirable to meet the full need through specific allocations.</p> <p>Further to this, the text now clarifies that:</p> <ul style="list-style-type: none"> • Development management officers will ensure that the need for specialist housing for the elderly and others with specialised needs is considered on all housing schemes and 	<p>The clarification is in response to the recent publication of county wide evidence showing that there is a need for 3,857 specialist retirement units (sheltered or extra care housing) to 2038.</p> <p>The recent permission for a care home for the elderly and supported living units for adults with learning difficulties on the R18 Mousehold Lane allocated housing site on the outer ring road in Norwich illustrates that sites will come forward to meet specialised needs. This is because there is a clear demand for such accommodation.</p>

	<p>advise applicants on the most up-to-date evidence of need;</p> <ul style="list-style-type: none"> On site allocations with an element of specialist housing in the policy (Taverham, Harleston, Aylsham and Barrack Street, Norwich) are included in the plan; A specific allocation for such accommodation has now been made at Colney Hall. 	
	<p>Policy 5 includes a criteria-based approach for considering Gypsies and Travellers and Travelling Show People sites. Outside of the local plan process, work remains to generate a supply of sites for Gypsies and Travellers and Travelling Show People.</p>	<p>Sites have not been submitted to the GNLP. Consequently, work is ongoing to confirm that current evidenced need is correct (51 pitches for Gypsies and Travellers from 2022 to 2028 and a Travelling Show Peoples' site) and to provide sites through the planning application process to meet that need.</p>
Policy 6 the Economy (including retail)	<p>Text amended to reflect current economic uncertainty.</p>	<p>Changes reflect consultation responses and current economic uncertainty, whilst retaining overall national policy approach of having a retail hierarchy, supporting growth in centres and allowing for increased flexibility.</p> <p>An addendum is being produced to the 2017 GVA Economy, Retail, Town Centres Study which is to be completed by the end of November 2020. This provides advice on any further policy updates required beyond those made in response to the consultation which can be incorporated into the Reg.19 plan ahead of their consideration by cabinets in January 2021.</p>
	<p>Policy changes on the economy:</p> <ul style="list-style-type: none"> Clarify that opportunities for sustainable access to employment sites should be maximised through development proposals and infrastructure investment; Change terminology to reflect the NSPF, identifying “<i>key strategic employment sites</i>” (consequential changes to policy 1 and the key diagram required); Provide minor clarifications on the airport site leading to minor changes to employment land allocation figures overall. 	
	<p>Further updates to evidence-based text and policy on economic growth potential, the amount of employment land needed and key trends in employment location will be made on completion of the addendum (see box to the right).</p>	

	<p>Updates on retail text and policy to reflect current growth in locally based retailing and promote active travel to local facilities. The policy and text now:</p> <ol style="list-style-type: none"> 1. Set out the hierarchy of centres across the area; 2. Encourage development in all centres and, outside defined centres, small scale businesses to serve local areas, including villages; 3. Reference the promotion of new local centres in the site-specific policies for all strategic housing developments (over 1,000 homes); 4. Require a flexible approach in centres to allow diversification while retaining their role as economic and community hubs. <p>Please note that DM policies already set parameters for development at Longwater and the Showground, whilst some updates on providing a local centre are being considered for the Showground site allocation policy.</p>	
Policy 7 Strategy for Areas of Growth		
7.1 The Norwich urban area including the fringe parishes	Updated housing numbers and proportions of housing growth in this area.	To reflect the collation of 2019/20 figures, changes over time and the sites added or uplifted, reflecting the deliverability of the added homes and to recognise that the 2018-based projections indicate that growth may be higher.
	Delete reference to the high proportion of retail floorspace in the area currently being in the city centre – draft plan figures now out-of-date and updates not available.	In response to consultation comments.
	<p>Text and policy changes to refer to:</p> <ul style="list-style-type: none"> • conserving and enhancing the historic environment, design in the city centre (removing the reference to landmark buildings at gateways) and to clarify the 	In response to consultation comments from Historic England, Natural England and further internal review of policies.

	<p>requirement for riverside development to achieve long-term strategic aims;</p> <ul style="list-style-type: none"> • retention of the leisure area and late-night activity zone; • national changes to the Use Class Order; • protection of Carrow Abbey CWS in the East Norwich proposals; • Development at Norwich Research Park and Easton & Honingham employment areas addressing transport and infrastructure impacts. 	
	Change Map 9 showing strategic growth areas to correct error.	In response to the further internal review of the plan.
	<p>Other policy changes to housing numbers at sites, growth locations and overall to reflect:</p> <ol style="list-style-type: none"> 1. Updated commitment 2019/20; 2. Added sites at the CC15 Norwich Mail Centre at Thorpe Road (+150) and CC13 the car park site at Lower Clarence Road (+45), Norwich, CC2 Ber Street (+20), GNLP0159R Beech Avenue, Taverham (+12) 3. Deleted sites at R35 Havers Road (-80), GNLP2159 – Ber Street (-150), and a reduction in site size R31 Waterworks Road (-90). 	As above, to reflect the collation of 2019/20 figures, changes over time and the sites added or uplifted.
	Additional homes to reflect 2018-based household needs projections at East Norwich, Colney Hall and Cringleford (see above). Costessey to be contingency site for 800.	
7.2 Main towns	Updates on numbers to reflect windfall permissions in 19/20.	To reflect the collation of 2019/20 figures.
	Long Stratton – no changes	
	Aylsham – a reasonable alternative site for 250 homes off the Norwich Road, including specialist retirement homes, has been added.	
	Diss – amended text states the housing requirement for new allocations remains	To reflect the commitment to a Neighbourhood Plan to include some

	at 400. The key Frontier site neighbouring the railway station (for 200 homes) will be allocated through the GNL and the remaining 200 homes will be allocated through sites in the Diss and District Neighbourhood Plan.	of the site allocations for Diss in accordance with the strategic direction from the GNL.
	<p>Wymondham</p> <ul style="list-style-type: none"> Delete the 1,000-home contingency; uplift numbers on Johnson's Farm site from 50 to 100 homes. 	Additional homes to reflect deliverability of added homes and to recognise that the 2018-based projections indicate that growth may be higher (see above).
	<p>Harleston</p> <ul style="list-style-type: none"> 150 homes uplift on site in the south-east of Harleston (mainly homes for the elderly). 	
7.3 Key service centres	Updates on numbers to reflect updated commitment in 19/20.	
	140 additional homes on a site extension on the west side of Acle providing a link road (total 320).	
	Addition of 40 homes on a revised site in Chedgrave (total 60).	
7.4 Village clusters	<p>Updates on numbers to reflect updated commitment in 19/20 and to reflect:</p> <ul style="list-style-type: none"> changed site in Lingwood; deletion of small site in Honingham; expansion of preferred site to add 20 homes in Horsham St. Faith (total 50). 	To reflect the collation of 2019/20 figures and in response to consultation comments.
	Inclusion of employment allocation extension at Horsham St. Faith.	In response to consultation comments.
	Include policy reference to the potential for some expansion of existing small and medium sized employment sites within settlement boundaries.	
7.5 Small scale windfall housing development	Change to the policy and inclusion of an appendix to allow development of up to 5 homes on small sites in the plan period in larger parishes. The definition of "larger" is based on the number of homes in a parish in 2020. The limit has been kept at 3 homes in smaller	<p>To better reflect the greater range of services available in larger parishes, support village life and allow more opportunities for small-scale builders.</p> <p>The presentation of the policy has been amended to a criteria-based</p>

	<p>parishes. The parishes in the two categories are listed in a new appendix 7.</p> <p>The policy has also been revised slightly in terms of its presentation.</p>	<p>format to make it more legible now that it includes greater complexity.</p>
New policy 7.6 on New Settlements	<p>A policy and supporting text has been included which commits to one or more new settlements being brought forward through the next plan.</p>	<p>To reflect the key role that new settlements will play in meeting growth needs in the next plan and to enable work to start on this in tandem with the GNLP plan-making process.</p>

Evidence

18. A consequence of the shortened timetable for producing the Reg 19 GNLP has been the challenge of updating the relevant studies that comprise the plan's evidence base.
19. There are two supporting documents that have to be produced with the local plan: a Sustainability Appraisal (that assesses potential social, economic and environmental impacts) and Habitat Regulations Assessment (on potential impacts on European wildlife sites). These are progressed in tandem with the local plan and are used to inform decisions on the local plan and whether it is appropriate, and as such are key components of the plan's evidence base.
20. Work on other evidence studies (eg Water Cycle Study, Viability Assessment, Strategic Flood-Risk Assessment) is also progressing. Initial work on these documents has fed into previous stages of the plan and in formulating the draft Regulation 19 plan.
21. An interim Viability report is due for completion by early December, drafts of the SA and HRA reports are expected from the consultants in mid-December; and drafts of the other evidence studies are also expected to be available for the cabinets, though there is the possibility that they will not be fully completed by then. It is expected that the documents will be at a sufficient stage for cabinets to approve the Regulation 19 plan for publication. It would be prudent to have a proviso that this is subject to any subsequently received reports / studies not raising major issues that would require significant changes to be made to the draft plan. A decision on such a situation could be delegated to Directors.
22. Ultimately, the decision on whether the plan is sound and should be submitted to the Secretary of State will be made by the councils in summer 2021 having regard to the full evidence base and representations received on the Regulation 19 Plan.

Conclusions

23. The Regulation 19 GNLP strategy develops the strong draft plan we have produced through three previous consultations. Updates to the broad evidence base have been made and this broad evidence base can be further supplemented prior to submission to aid the Inspector at examination, in particular to take account of rapidly changing economic circumstances.
24. The GNDP recommendation that the councils should progress the GNLP to the Regulation 19 stage in early 2021 will allow us to implement the clear government guidance to progress plan-making.

Schedule of Changes to GNLP strategy v 1.4 to v 1.5

This schedule sets out proposed changes to the GNLP Strategy resulting from discussions at the Greater Norwich Development Partnership on December 7th. V. 1.5 of the GNLP strategy is also available on the GNDP web site.

Issue	Policy/Para in v1.5	Reason for change	Revised text (revised text in red) for v1.5
Section 1 Introduction			
South Norfolk Villages Plan	Paras. 30 to 32	To better explain the reasons for the production of the South Norfolk villages plan and to update on its progress	<p>30. The Draft GNLP promotes housing choice and supports economic activity within the rural parishes that surround market towns and key service centres. It also aims to provide a greater degree of opportunity for smaller builders to develop with their local supply chains and bespoke designs. Such development helps address rural housing need and demand and supports and sustains local services and facilities in the rural area, such as village schools, community venues, shops, pubs and bus services. Recently, the effects of the Covid-19 pandemic have strengthened the shift to ‘working from home’ and reduced the need to travel frequently to central locations to work. The wider availability of faster and more reliable broadband has resulted in a change in the desirability of more rural properties in village locations.</p> <p>31. South Norfolk has twice as many parishes as neighbouring Broadland, more market town catchments (including around Beccles and Bungay in Suffolk), significantly less urban fringe, and a substantially larger rural territory. Rural South Norfolk includes two key strategic employment areas, at Hethel and Wymondham, and has a number of villages associated with the Cambridge Norwich Tech Corridor.</p> <p>32. Consequently, South Norfolk Council is preparing a separate and complementary village clusters plan covering sites for small-scale housing in the rural parishes of South Norfolk that collectively form primary school clusters. The Broadland village clusters form part of this Greater Norwich Local Plan. The aim is to progress the South Norfolk Village Clusters Housing Allocations Local Plan as quickly as possible, with an aspiration for every village cluster to have new housing sites allocated with a focus on smaller sites, and be in accordance with</p>

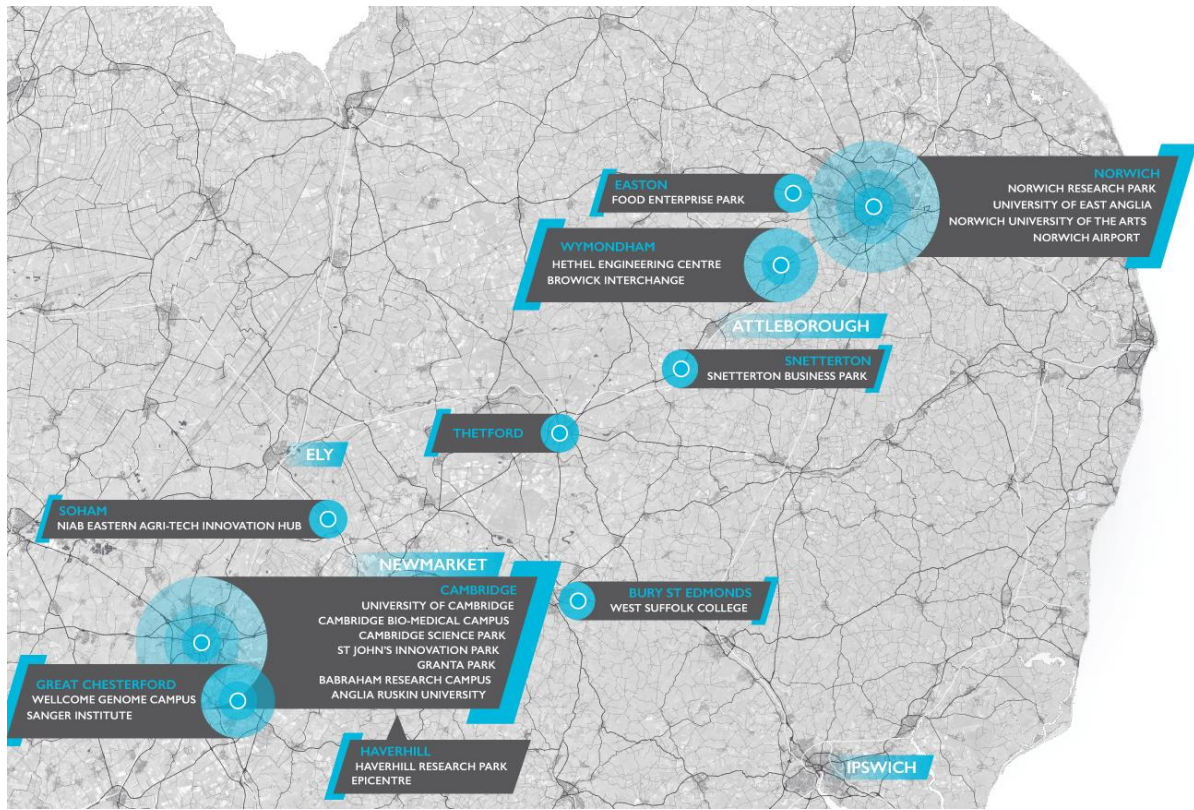
			the overarching GNLP strategy which identifies sites for a minimum of 1,200 additional homes (on top of the existing commitment of 1,392 homes). Therefore, it is not one of the objectives of the GNLP to identify the village clusters in South Norfolk and consequential housing allocation sites in these areas.
Section 2 Greater Norwich Profile			
Cambridge Norwich Tech Corridor	Map 1, after para. 71	To provide an updated map from the Cambridge Norwich Tech Corridor team	See revised map below this table.
Policy 1 The Strategy			
Housing numbers and buffer	Revisions to table 6 (after para. 178)	To amend commitment figures to include allocations for 250 homes being in the Diss and district Neighbourhood Plan and to add reference to the 22% housing buffer in the plan for clarity	<p>Row D - These are the homes to be provided on new sites allocated through the GNLP (9,254), the South Norfolk Village Clusters Housing Sites Allocation Plan (1,200) and the Diss and area Neighbourhood Plan (250).</p> <p><i>(Consequential amendments have also been made in paras. 180 and 353 on the housing figures for Diss and in the Sites document to allocate the Frontier Site adjacent to the railway station for 150 homes through the GNLP).</i></p> <p>Row G - This provides a buffer of 22% to cater for the potential for higher growth rates.</p>
Policy 2 Sustainable Communities			
Hydrogen	Table 8 Key Issues addressed by policy 2 (New technologies section) – after para. 199	To include a reference to the potential for hydrogen powered vehicles	The policy also provides the basis for more detailed supplementary planning documents for measures to support new technologies in times of rapid change, including the use of electric and possibly hydrogen vehicles.
Policy 3 Environmental Protection and Enhancement			
Green Infrastructure Corridors (GI)	Insert a map of the GI corridors for the Norwich urban area (Map 8B)	To complement the existing Greater Norwich wide GI map by providing clarity on the extent of	See the new map below this table. Map 8A is the existing map showing Green infrastructure covering the whole Greater Norwich area and Map 8B focuses on the Norwich Urban Area in more detail. Amended references have been made to the GI maps accordingly.

		the GI corridors within the Norwich urban area. The scale of the current mapping makes this difficult to see.	
Policy 4 Infrastructure			
Hydrogen	Para. 243	To include a further reference to the potential for hydrogen powered vehicles	243. Policy 4 recognises that Greater Norwich is a mixed urban and rural area in which travel and access issues vary, with the use of the private car being particularly important to the rural economy. It is anticipated that the shift to electric and possibly hydrogen vehicles will assist in reducing emissions in rural areas.
Policy 5 Homes			
Affordable Housing on brownfield sites	Additional text in para. 270	Amended to reflect updated viability evidence and to advice in national planning practice guidance	270. The most recent viability study findings which conclude that centrally located brownfield sites which have higher development costs which affect viability are generally able to provide 28% affordable housing. As national planning guidance makes it clear that where applicants can demonstrate particular circumstances that justify the need for a viability assessment at the planning application stage , the policy provides some flexibility on this point for brownfield sites where exceptional costs are more likely. In addition, the introduction by the government of Vacant Building Credit enables existing vacant floorspace on a site to be discounted in order to lower the affordable housing requirement, with aim of incentivising development on brownfield sites;
	Additional clause in policy 5		Major residential development proposals and purpose-built student accommodation will provide: <ul style="list-style-type: none"> at least 33% affordable housing on-site across the plan area, except in Norwich City Centre where the requirement is at least 28%, unless the site is allocated in a Neighbourhood Plan for a different percentage of affordable housing, or for brownfield sites where the applicant can demonstrate that particular circumstances justify the need for a viability assessment at decision-making stage;

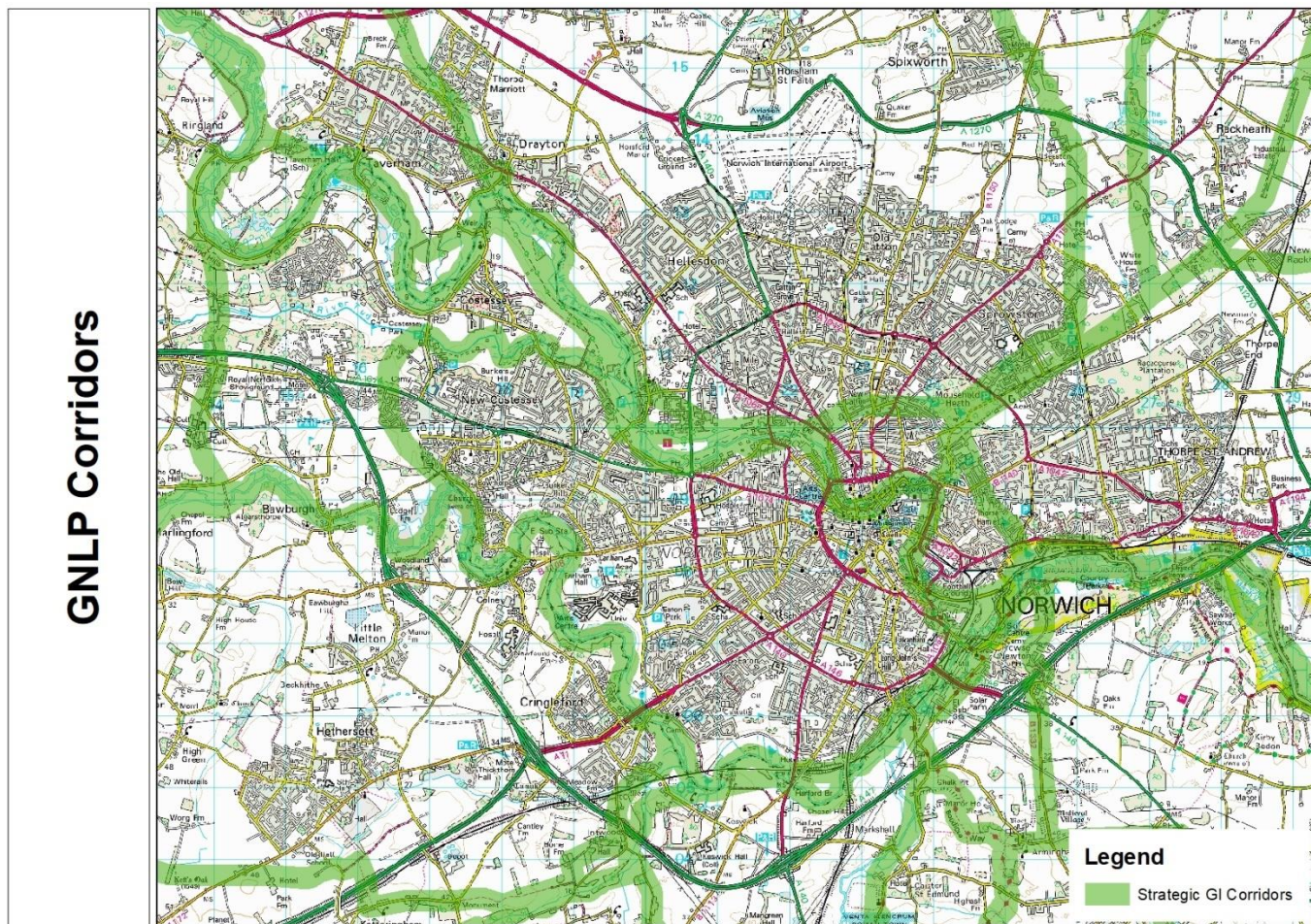
Policy 6 – the Economy			
Updates to take account of recent evidence will be sent out prior to the GNDP meeting and discussed on December 16th			
Policy 7 Growth areas			
East Norwich masterplan	Para. 328	To update on progress on the East Norwich masterplan	328. To ensure growth is co-ordinated, overcomes local constraints and is well-designed in a sensitive location in and adjacent to the Broads Authority area, the policy requires regeneration to be guided by an area-wide masterplan supplementary planning document. The masterplan will be produced by consultants, with support from the site landowners and other partners in the East Norwich Partnership (a new public sector led partnership led by the city council) including Homes England and Network Rail. Funding is available, including external funding from the Towns Fund, to progress the masterplan and other measures so that the masterplan's findings can inform this strategy and other possible blockages to progress can be addressed.
Strategic Gaps	Paras. 364 and 370	To provide more detail on the strategic gap between Wymondham and Hethersett	<p>364. The strategic gaps identified through this plan and other policies in the development plan aim to prevent coalescence of Wymondham and Hethersett. The gap between the two settlements is focussed on Kett's Oak.</p> <p>370. Strategic gaps identified through this plan and detailed in development management policies between Wymondham and Hethersett, focussed on Kett's Oak, and Hethersett and Cringleford, aim to prevent the settlements joining up.</p>
Appendix 2 Glossary			
Hydrogen	Addition to renewable energy definition in glossary	To include a reference to the potential for hydrogen power as a form of renewable energy	Renewable energy Energy generated from sources which are non-finite or can be replenished. Includes solar power, wind energy, power generated from waste, biomass, hydrogen etc.
Appendix 8 Superseded Policies			
Superseded Policies appendix	Delete reference to the need for an additional appendix on superseded policies	As the introductory section (paras. 22 to 26) and appendix 4 already	Reference to appendix 8 deleted.

		adequately cover this issue.	
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Revised map 1



Map 8B Green Infrastructure Corridors in the Norwich Urban Area



Schedule of Changes to GNLP strategy v 1.5 to v 1.6

This schedule sets out proposed further changes to the GNLP Strategy from version 1.5, which was placed on the GNDP website on December 10th, to version 1.6. These further changes will be considered at the GNDP on December 16th 2020. As well as this schedule of changes, version 1.6 of the GNLP Strategy itself which includes the changes below is also available on the GNDP web site.

Issue	Policy/Para in v1.6	Reason for change	Revised text (in red) for v1.6
Section 1 Introduction			
South Norfolk Villages Plan	Para. 33	To better explain the reasons for the production of the South Norfolk villages plan and to update on its progress	South Norfolk District Council is at an advanced stage with its Village Clusters Housing Allocations Local Plan. The Regulation 18 preferred options consultation is anticipated in Spring 2021. There is an aspiration for every village cluster to have new housing sites allocated, with a focus on smaller sites, and to be in accordance with the overarching GNLP strategy which identifies sites for a minimum of 1,200 additional homes on top of the existing commitment of 1,392 homes. Therefore, it is not one of the objectives of the GNLP to identify the village clusters in South Norfolk and consequential housing allocation sites in these areas.
Section 2 Spatial Portrait			
Housing need evidence	Para. 59	To clarify text on general housing and affordable housing needs	Local evidence identifies that 28% of the housing required from 2015 to 2038 should be affordable housing. It also shows that the mix of housing tenures required differs by the type of home as illustrated in the graph below. The highest requirement for general market housing is for three bed homes. Affordable housing needs can be different. The most up to date breakdown of affordable housing need across the three districts will be determined by the individual local authorities when planning applications are being considered.
Policy 1 The Strategy			
Housing numbers in Broadland Villages	Revision to policy 1	To delete the former reference to allocations to provide “up to” 482 new homes in the Broadland Village as the actual number of houses allocated in this area is now available.	
Policy 2 Sustainable Communities			

Modern construction techniques	Table 8 (Row 2) on technology changes and policy 2 bullet on the same issue	Add references to modern construction techniques	<p>Table 8 row 2 - The policy also provides the basis for more detailed supplementary planning documents for measures to support new technologies in times of rapid change, including modern construction techniques and the use of electric and possibly hydrogen vehicles.</p> <p>Policy 2 Bullet 2 Make provision for delivery of new and changing technologies (including broadband, fibre optic networks, telecommunications, construction methods and electric vehicles);</p>
Policy 4 Infrastructure			
Health Care Facilities	Para. 265	To update reference to ongoing work on assessing health care needs.	A full estate strategy is being developed which will impact on the infrastructure requirements from the HIDP included in this plan. Therefore, only currently identified issues are included this strategy. Updated information will be provided in the trust's completed strategy. This will be included in the GNLP.
Policy 5 Homes			
Affordable Housing Needs	Additional text in para. 270	Amended to reflect the intention to further update evidence on affordable housing need to assist the inspector.	Current evidence shows a higher social rented requirement in the city with a wider range of tenure options suitable in Broadland and South Norfolk. This evidence will be revisited before submission.
Affordable housing requirements	Policy 5 – bullet on affordable housing	To provide greater clarity on affordable housing policy	<p>Major residential development proposals and purpose-built student accommodation will provide:</p> <ul style="list-style-type: none"> at least 33% affordable housing on-site across the plan area, except in Norwich City Centre where the requirement is at least 28%, or where <ol style="list-style-type: none"> the site is allocated in a Neighbourhood Plan for a different percentage of affordable housing, or for brownfield sites where the applicant can demonstrate that particular circumstances justify the need for a viability assessment at decision-making stage;
Policy 6 – The Economy			
Updates to take account of recent evidence in the Avison Young Addendum to the Economy, Retail and Town Centres Study			

Economic Evidence	Updates to various aspects of the supporting text	To reflect receipt of the Greater Norwich Employment Land addendum commissioned to take account of recent changes in relation to the economy.	<p>Para. 289 Evidence in the Employment, Town Centre and Retail study (GVA 2017) , updated in the Greater Norwich Employment Land addendum: Avison Young : 2020, investigated both “business as usual” and the potential for enhanced economic growth. It demonstrates that committed employment land is more than sufficient in quantity and quality to meet the potential for enhanced growth. The Avison Young addendum forecasts growth of around 33,000 jobs in the period 2020 to 2038. While the plan provides for significantly more employment land than is required for this scale of jobs growth, there are a range of justifying factors:</p> <p>a. Over 280 hectares of our supply is on key strategic sites, with several targeted at particular sectors such as NRP, Hethel and the airport area. These sites are not suitable for reallocation to other uses.</p> <p>b. The remainder is dispersed across the area providing important local opportunities. The evidence focusses on B-class uses (as defined pre-2020) and employment land will also be used for non-B-class employment such as gyms, waste recycling centres, vehicle sales and fuel forecourts; or supporting uses such as cafés and restaurants.</p> <p>c. The scale and range of our employment allocations facilitates choice and flexibility, provides for growth in the longer term and supports more ambitious levels of jobs growth if demand can be stimulated.</p> <p>Para. 291 The policies of this plan seek to grow the local economy in a sustainable way to support jobs and inclusive economic growth in both urban and rural locations. This will:</p> <ul style="list-style-type: none"> • provide jobs and services for a rising population and develop Greater Norwich’s role as an engine of the regional economy; • facilitate enhanced growth potential with a target of at least 33,000 additional jobs in the period 2020-2038; <p>New para. 292 Policy 2 promotes the provision of enhanced broadband throughout the area and this will support businesses directly and support home working. Implementation of the policy will also see employment development contribute to the green infrastructure network as appropriate.</p>
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			<p>Para. 294 Although the Employment Town Centre and Retail study (GVA 2017) and the Avison Young 2020 addendum conclude that Greater Norwich has enough employment land overall, most of this is out-of-centre and is neither the preferred location for some growth sectors nor the most sustainable place for high intensity employment / office growth.</p>
			<p>Additional sentence at the end of para. 295 Extensions to other small sites will also be considered where this can be justified, for example where the site is well located to serve local needs and has insufficient capacity to serve ongoing demand.</p>
			<p>Additions to para. 296 Retailing and town centres are currently in a state of flux. Covid-19 has strengthened the growth of internet shopping. This uncertainty reinforces the need to protect and promote town centres to allow them to recover and evolve. There is some evidence that the Covid-19 epidemic has encouraged people to shop locally and boosted the opportunities for smaller businesses and in market towns, and smaller centres.</p>
			<p>New para. 298 Retail, offices and some leisure uses are currently the same use-class and this helps provide flexibility within town centres. However, large scale out of centre office, retail or leisure development will have very different implications, for example for traffic generation, and it will be important to ensure through conditions that the development that takes place is consistent with the evidence provided with the planning application.</p>
	Policy 6	Correction of site size	<ul style="list-style-type: none">• a site of around 35ha at the A140/Broadland Northway junction and focussed on uses benefiting from an airport location
		To provide further detail on the role of the Food Enterprise Park site	<p>The Food Enterprise Park at Easton/Honingham supporting the agri-food sector</p>
		To provide clarification on the policy requirement	<p>The development of new retailing, leisure, offices and other main town centre uses will be subject to the sequential approach and out-of-centre impact assessment, as defined by Government policy and guidance</p> <p>Development and investment consistent in scale with the function of the centre are encouraged at all levels of the hierarchy to enhance the range of businesses and facilities available locally.</p>
Policy 7 Growth areas			

East Norwich masterplan	Paras. 332-3	To provide greater clarity on the progress of the East Norwich masterplan	<p>Part of 332. It has the potential in the long-term to create a new sustainable urban quarter for Norwich, to act as a catalyst for additional regeneration in neighbouring urban areas and to contribute significantly to growth of the Greater Norwich economy.</p> <p>333. To ensure growth is co-ordinated, overcomes local constraints and is well-designed in a sensitive location in and adjacent to the Broads Authority area, the policy requires regeneration to be guided by an area-wide masterplan supplementary planning document. The masterplan will be produced by consultants, with procurement being well advanced. Funding is being provided from the site landowners and other partners in the East Norwich Partnership (a new public sector led partnership led by the city council) including Homes England and Network Rail. Significant additional funding has recently been secured from the Towns Fund to progress the masterplan and acquire land in order to maximise the chances of successful delivery. It is expected that the masterplan's findings will inform implementation of this strategy and ensure that possible blockages to delivery can be overcome.</p>
Small scale windfall housing development	Policy 7.5	Clarification of policy requirement	Small scale residential development will be permitted adjacent to a development boundary or on sites within or adjacent to a recognisable group of dwellings
Appendix 1 Infrastructure			
Broadband	Update appendix		Broadband section: aim to make high-speed broadband available to more than 95% of Norfolk's premises, with further work planned.
Health Care Facilities			<p>Primary Care:</p> <p>There are currently 2 potential options to increase capacity as required around the north and north-west of Norwich:</p> <ol style="list-style-type: none"> 1. New build at Broadland Hub within or close to planned developments at Rackheath and Beeston Park. 2. No new build, increased numbers spread amongst existing practices. <p>The selected option(s) will be confirmed throughout 2021-22, following demand and capacity reviews and Primary Care estate strategy development.</p>

			<p>Hospitals:</p> <p>There is one acute hospital, the Norfolk and Norwich University Hospital NHS Foundation Trust (NNUH). Other services are delivered from several other locations throughout the Greater Norwich area.</p> <p>The NHS Long Term Plan and the STP Operating Plan will identify and address building capacity and infrastructure investment requirements, various facilities all other constraints faced by the STP/ICS.</p> <p>The NNUH estates strategy will be updated throughout 2021, in line with STP/ICS plans</p> <p>Community Care:</p> <p>These are provided by Norfolk Community Health and Care NHS Trust at community hospital sites and health centres across the Greater Norwich area and include:</p> <ul style="list-style-type: none"> • Inpatient specialist rehabilitation services; • Clinic services for outpatients; • Community nursing in patients' homes. <p>The NHS Long Term Plan and the STP Operating Plan will identify and address building capacity, infrastructure investment requirements, various facilities and all other constraints faced by the STP/ICS.</p> <p>In line with the shift to care in the community, the community health trust is expected to shift services to wrap around primary care networks. The Community Trust estate strategy will be refreshed throughout 2021, in line with STP/ICS plans.</p>
Appendix 2 Glossary			
Building for a Healthy Life	Update reference in glossary	To update reference to revised national guidance	<p>Building for a Healthy Life</p> <p>A government-endorsed industry standard for well-designed homes and neighbourhoods. Local communities, local authorities and developers are encouraged to use it to guide discussions about creating good places to live. The National Planning Policy Framework encourages its use in local plans.</p>
Clean Growth		To update to clarify the definition and to reference the national and regional	<p>Clean Growth</p> <p>Clean growth means growing our income while cutting greenhouse gas emissions. It is promoted nationally by the government's Clean Growth Strategy and locally in the emerging Local Industrial Strategy.</p>

		strategies on clean growth.	
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Greater Norwich Development Partnership (GNDP)	
Report title	Greater Norwich Local Plan Regulation 19 Stage – Publication of the Pre-submission Draft Sites document for representations on soundness and legal compliance
Date	16th December 2020
<u>Recommendation</u> That the Board: <ul style="list-style-type: none"> • Recommends to the councils that they should agree to publish the Regulation 19 Pre-submission Draft Greater Norwich Local Plan Sites document linked from this report for representations on soundness and legal compliance; • Delegates authority to directors to make changes agreed today, plus other minor changes to the document and its background evidence, prior to it being reported to councils in January. 	

Introduction

1. This report covers the Greater Norwich Local Plan (GNLP) Sites document.
2. The GNDP agreed on December 7th to recommend to the Greater Norwich councils that the other part of the GNLP, the Strategy, should be published between 1st February and March 15th for representations on its soundness and legal compliance.
3. The representations made will assist members in deciding whether to submit the GNLP for examination in summer this year and the government appointed Planning Inspector to decide on the content of the examination.
4. The recommendations for this report request that the councils also publish the Sites document for representations on its soundness and legal compliance and delegate authority to directors to make any changes to the Sites document which are agreed today, along with any further minor changes required.
5. As the Sites document and its supporting evidence are too large to append to this report, the documents are available on the GNDP web site [here](#).

The Sites document

6. The Sites document contains allocations for the sites to deliver the GNLP Strategy, including undeveloped allocations carried forward from the Broadland, Norwich and South Norfolk Local Plans. The Sites document does not replace existing allocations in adopted Area Action Plans for Long Stratton, Wymondham and the Growth Triangle (NEGT) or Neighbourhood Plans, though in some cases additional allocations are made through the document in these areas.
7. The document identifies and allocates strategic housing and mixed-use sites as well as strategic sites for employment. Other allocations provide housing sites and sites for other uses (including employment, recreation, open space and community uses) to meet the strategic needs set out in the GNLP Strategy, without being strategic in themselves.
8. The document is divided into settlement chapters organised according to the settlement hierarchy by:
 - Norwich and the fringe parishes;
 - Main towns;
 - Key service centres;
 - Broadland village clusters;
 - Non-residential allocations in South Norfolk.
9. Maps and site policies are included for all of the allocated sites.
10. The policies cover site-specific requirements to address constraints and to make the best of local opportunities. Depending on the site size and location, this includes a range of issues such as access, infrastructure (including green infrastructure), local facilities, environmental protection and enhancement, design, master planning and landscaping.
11. The document does not contain any residential sites in smaller South Norfolk villages as South Norfolk Council are preparing a separate village clusters plan covering new and carried forward sites for housing in their village clusters. The GNLP has considered non-residential sites in South Norfolk villages.
12. A contingency site for 800 homes at Costessey is carried forward from the Regulation 18C draft plan and is included in the Sites document. The contingency policy identifies a “trigger” measure which will allow the site to become an allocation if it is required to ensure that housing needs are met through the plan.
13. The plan allows for a limited amount of retailing at the Norfolk Showground to support its viability.

14. As this is a strategic plan sites of less than 0.5 hectares and those proposed as settlement boundary extensions have not been included.

Supporting evidence

15. The Sites document is accompanied by supporting evidence as follows:

- Summaries of consultation comments with the draft GNLP responses and proposed changes to the plan (grouped by settlement hierarchy);
- Example site assessment booklets for Acle, Aylsham, Horsham St Faith and Sprowston. These set out the site selection process by settlement. The remainder of the site assessment booklets will be ready later in December to send out with the Cabinet Papers.
- Tables of allocated sites with reasons for allocation and tables of unallocated sites with reasons for rejection (grouped by settlement hierarchy). These tables will form the appendix referred to at the end of the site assessment booklet examples.

Conclusion

16. The Sites document complements and supports the GNLP Strategy. In providing site allocations to promote the right type of development in the right places, it will allow the GNLP to support economic recovery and sustainable growth.

UPDATE TO LOCAL DEVELOPMENT SCHEME

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Portfolio: Planning

Wards Affected: All

Purpose of the Report:

To amend the Local Development Scheme to reflect changes to the Greater Norwich Local Plan (GNLP) timetable.

Recommendations:

1. It is recommended that Cabinet recommends Council to approve the proposed amendments to the current Local Development Scheme.

1 SUMMARY

1.1 The Local Development Scheme (LDS) sets out the timetable for preparing new local plans and summarises what they are to contain. This report sets out amendments to the current Local Development Scheme (LDS) regarding:

- the emerging Greater Norwich Local Plan (GNLP) timetable;

1.2 The GNLP is expected to be adopted in late 2022.

2 BACKGROUND

2.1 It is a legislative requirement for the Council to publish a Local Development Scheme and to keep this up to date under section 15 of the Planning and Compulsory Purchase Act, as amended by the Localism Act. The last update to the LDS (May 2019) was agreed by Council in July 2019. This can be viewed at: https://www.broadland.gov.uk/downloads/download/61/local_development_scheme_lds

3 CURRENT POSITION

3.1 On 10th July the Greater Norwich Development Partnership (GNDP) agreed to recommend that constituent authorities agree a revised production timetable for the GNLP. The revised timetable allowed for an additional consultation in November 2020 and further evidence gathering. This revised timetable was duly agreed by Broadland and South Norfolk Councils through the statutory plan making project plan: the Local Development Schemes (LDS).

3.2 On 6th August government published a consultation entitled “Changes to the current planning system”. Proposed changes included revisions to the method for calculating “Local Housing Need” (LHN). The revised method would increase Greater Norwich’s housing need from 40,000 to 65,000 homes. The GNLP would need to plan for this higher number if progressed in accordance with the previously agreed timetable.

3.3 In reality, due to the significance of the uplift in numbers, the GNLP could no longer progress in line with the previously agreed timetable. This is because the additional sites needed to meet the higher housing number could not be evaluated, evidenced and consulted upon without a significant delay.

3.4 On 30th September the Greater Norwich Development Partnership (GNDP) considered a report that evaluated the appropriate response to these matters. Subject to ongoing progress reviews, the GNDP resolved to:

“accelerate the production of the GNLP, excluding the additional consultation and evidence gathering planned. This acceleration would mean carrying out the reg.19 pre-submission publication of the GNLP in February/March 2021 and submitting the plan to the secretary of state for examination in July 2021.”

3.5 On 16 December government published its updated methodology for calculating housing need. On initial review the revised methodology does not result in the scale of increase in housing requirement implied in the “Changes to the current

planning system” consultation. However substantial work has now been undertaken to prepare the Regulation 19 version of the GNLP. To ensure the ongoing timely progression of the GNLP it is therefore proposed to carry on plan production to the timetable agreed by the GNLP Board in September.

- 3.6 The LDS (Appendix A) has been updated in accordance with the new timeline. The new timetable projects that the GNLP will be adopted in September 2022.

4 PROPOSED ACTION

- 4.1 To ensure that the latest situation on the proposed GNLP is properly reflected in the LDS, it is recommended that the document be updated in accordance with the new timetable.

5 OTHER OPTIONS

- 5.1 The alternative is to not make the above amendments, which would mean that the LDS is not up to date which would not be compliant with the Localism Act, with implications for the soundness and legal compliance of the Local Plan documents.

6 ISSUES AND RISKS

- 6.1 **Resource Implications** – Production and publication of the revised LDS is within the normal Place Making Team resources. The work on the GNLP is resourced under the arrangements for the Greater Norwich Development Partnership.

- 6.2 **Legal Implications** – Not having an up-to-date LDS would conflict with the Localism Act (2011) and result in emerging Local Plan documents not being ‘sound’ and legally compliant.

- 6.3 **Equality Implications** – In terms of the Equalities Act 2010 requirements, the LDS is not a policy, but is the document that sets out the timetable for the production of Development Plan Documents, in accordance with the legal requirements. As such, it does not itself impact on equalities. The timetable allows sufficient time for community engagement, as required under the Council’s Statement of Community Involvement (SCI). The Development Plan Documents will themselves be subject to equalities impact assessment.

- 6.4 **Environmental Impact** – None

- 6.5 **Crime and Disorder** – None

- 6.6 **Risks** – None

7 CONCLUSION

- 7.1 During the process of preparing the Greater Norwich Local Plan (GNLP) it has become evident that amendments are needed to the timetable for its production and consequently the LDS.

8 RECOMMENDATIONS

- 8.1 It is recommended that Cabinet recommends to Council that it approves the proposed amendments to the current Local Development Scheme (LDS).

Background Papers

None

Broadland District Council

Local Development Scheme 2018 – 2022

December 2020

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Introduction

Under the Planning and Compulsory Purchase Act 2004 the development plan will constitute of a range of documents called Development Plan Documents or 'Local Plans'. The 'Local Development Scheme' (LDS) has to be prepared by each local planning authority to outline its programme for production of the new Local Plan documents.

The Development Plan Documents (DPD), that are the subject of this Local Development Scheme are:

Greater Norwich Local Plan

The Broadland Local Development Scheme does not include the Broads Area even though this is within Broadland District, as the Broads Authority is a local planning authority in its own right and produces a Local Development Scheme for its area.

Localism Act (2011)

The Localism Act 2011 requires planning authorities to prepare and maintain a Local Development Scheme. The scheme must specify:

- The documents which are development plan documents;
- The subject matter and geographical area to which each development plan documents to relate;
- Which development plan documents (if any) are to be prepared jointly with one or more other local planning authorities;
- Any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee under section 29;
- The timetable for the preparation and revision of development plan documents;
- Such other matters as are prescribed.

It is no longer required to submit the scheme to the Secretary of State.

Greater Norwich Development Partnership

The Greater Norwich Development Partnership (GNDP) brought together Broadland District Council, Norwich City Council, South Norfolk District Council and Norfolk County Council. The partnership oversaw the production of a Joint Core Strategy for the Broadland, Norwich and South Norfolk local planning authority area. This is currently the overarching strategic spatial planning document for the three local planning authorities.

Adopted Development Plan Documents (Local Plans)

The Joint Core Strategy for Broadland, Norwich and South Norfolk was adopted in March 2011. However, following a legal challenge part of the text was "remitted" by the court. This meant that part of the process for producing the strategy had to be repeated for this element. This has been undertaken and the remitted element was adopted on 10 January 2014.

Other adopted Development Plan Documents (Local Plans) are: Development Management Policies DPD adopted August 2015; Site Allocations DPD adopted May 2016 and Old Catton, Sprowston, Rackheath and Thorpe St Andrew Growth Triangle Area Action Plan DPD adopted July 2016.

Local Development Documents

There are two types of documents known as **Local Development Documents** (LDDs). These are: **Development Plan Documents** (DPDs) which are required and **Supplementary Planning Documents** (SPDs) which are optional.

Development Plan Documents (DPDs), will be the most important documents as they will form part of the statutory Development Plan. When the document is adopted it will be part of the Development Plan and will therefore carry considerable weight in the determination of planning applications. Under section 38(6) of the Act, "If regard is to be had to the development plan for the purpose of any determination to be made under the Planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise". DPDs are commonly referred as Local Plans.

In addition to the DPDs / Local Plans referred to in this document, other development plan documents produced by Norfolk County Council (on minerals and waste planning) and the Broads Authority (for the Broads Area) are also relevant to Broadland.

Supplementary Planning Documents (SPD's) are not policy documents in themselves, but are to support or 'supplement' the policies in the Development Plan Documents. The SPD's will be produced as and when necessary, and are not set out in this document.

Proposed Development Plan Documents

Greater Norwich Local Plan - The proposed Greater Norwich Local Plan (GNLP) will be produced by the three districts of Broadland, Norwich and South Norfolk, excluding those parts that are within the Broads Authority Executive Area. It will provide the strategy for future development of the Greater Norwich area, and identify specific areas for development, for the period up to 2038.

Policies Map (previously known as the Proposals Map) - The Policies Map will not form a separate document but will be part of the Development Plan. The Policies Map illustrates the policies that apply spatially, showing these on an Ordnance Survey base map. This will be updated as the DPDs are produced.

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Other documents related to the DPD's:

Annual Monitoring Report (AMR): includes a summary of progress on the targets set out in the Local Plans.

Statement of Community Involvement (SCI): sets out the Council's approach to involving the community in the preparation of all local development documents and also planning applications.

Sustainability Appraisal (SA) Reports: a systematic process undertaken during the preparation of a plan or strategy, as required by the Planning and Compulsory Purchase Act 2004 (S19(5)). There is also a requirement for Development Plan Documents to undergo a Strategic Environmental Assessment, (known as SEA) under European Directive 2001/42/EC (transposed into UK legislation by the Environmental Assessment of Plans and Programmes Regulations 2004). It is intended that the Sustainability Appraisal incorporates the SEA in accordance with the Act and Regulations. This means that in addition to Environmental issues, on which an SEA focuses, Social and Economic matters will also be addressed as part of the overall assessment of sustainability, within a single joint appraisal.

Equality Impact Assessment (EIA): the purpose of EIA is to improve the work of the Council by making sure that it does not discriminate and that, where possible, promotes equality. The relevant legislation is the Equalities Act 2010 which places obligations on local authorities and public sector organisations to consider equality issues in decision making.

EIA is a way of making sure the Council thinks carefully about the likely impact of its work on equality target groups. It involves anticipating the consequences of policies, strategies, projects or procurements on the target groups and making sure that, as far as possible, any negative consequences are eliminated or minimised and opportunities for promoting equality are maximised.

Neighbourhood Plans: documents that will set out policies relating to the use of land within a neighbourhood. In Broadland's communities, the development of these plans will be led by the appropriate Parish or Town Council, with support from Broadland District Council. The process will involve extensive consultation with residents, an independent examination of the submitted plan, followed by a local referendum. Assuming the plan passes the examination and referendum, it will then become adopted as part of the development plan for the district. Information on the made Neighbourhood Plans and the new ones that have been proposed, can be found on the Council's website <http://www.broadland.gov.uk> These are not included in the Local Development Scheme.

Evidence Base

The Development Plan Documents are based on a range of studies and other evidence, utilising existing evidence or through revisions of this. Particular elements are the Strategic Housing Market Assessment most recently published in 2017, and the Housing and Employment Land Availability Assessment (HELAA) 2017/18. Regard is also had to other relevant documents such as strategies and policy documents, produced by the Council or other appropriate bodies.

Proposed Timetable 2018 – 2022

Broadland Local Development Scheme Timetable - July 2020

	2019												2020											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Greater Norwich Local Plan																								
Policies Map - Update																								

	2021												2022											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Greater Norwich Local Plan		P	P				S														A			
Policies Map - Update																					A			

Key

C	Preparation of document/evidence gathering to inform Reg.18 consultation
P	Pre-Submission Publication of Plan (Regulation 19)
S	Submission to Secretary of State for Independent Examination (Regulation 22)
A	Adoption of Plan

NB: Work on the GNLP commenced in 2015, and is currently at the Regulation 18 stage. The regulation 18 has so far included a "call for sites" (an invitation to put forward specific development sites for inclusion in the GNLP) May - July 2016; production of evidence studies; Regulation 18 consultation on issues and options and site proposals held January - March 2018; Regulation 18 stage consultations on New, Revised and Small Sites October – December 2018; and, Regulation 18 consultation on Draft Plan January –March 2020. The detailed timetables for this work can be seen at www.gnlp.org.uk.

Overview

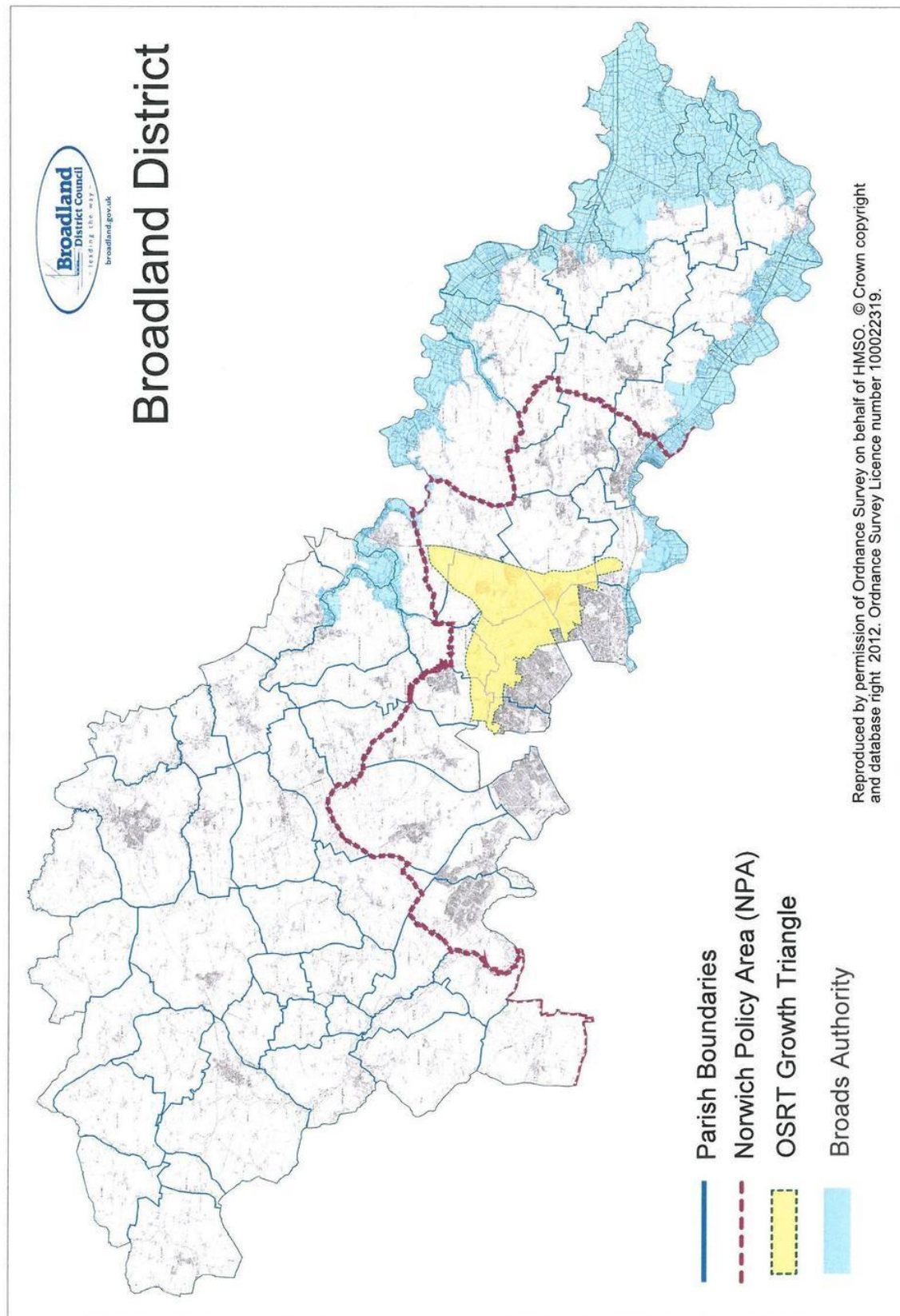
This section contains a “profile” of each document to be produced describing the content, explaining how each document conforms with higher order documents, the geographical area it covers, whether it will be a joint document and who will be involved, the set timetable for the production of each document, the section which will lead and how each document will be reviewed.

Development Plan Documents (DPDs)

1. Greater Norwich Local Plan

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Figure 1 Broadland District



Greater Norwich Local Plan (GNLP)

DOCUMENT DETAILS	
What is the Purpose of the Document?	<p>To provide the strategic vision, objectives and strategy for the future development of the Greater Norwich area and to identify specific issues for development for the period up to 2038</p> <p>The areas to which the policies apply will be shown on the Policies Map.</p> <p>The GNLP provides the strategic context for the preparation of lower level documents prepared by the three constituent district planning authorities.</p>
What geographical area does the document cover?	The three districts of Broadland, Norwich and South Norfolk, excluding the parts of those districts that are within the Broads Authority Executive Area.
What is its status?	Development Plan Document or Local Plan
Will the document require a joint approach with other authorities? If so, with whom?	The plan will be prepared jointly by Broadland, Norwich and South Norfolk working with Norfolk County Council.
What documents must it conform to?	General conformity with National Planning Policy Framework (NPPF) and Policy Statements.
TIMETABLE	See Proposed Timetable
ARRANGEMENTS FOR PRODUCTION AND REVIEW	
Which department will lead the process?	Place Shaping Team
How will stakeholders and the community be involved?	<p>The Council will involve stakeholders and local communities as set out in the Statement of Community Involvement.</p> <p>The document will be monitored and reviewed as part of the Annual Monitoring Report process.</p>
How will the document be reviewed?	In accordance with the National Planning Policy Framework, Local Plans should be reviewed at least every 5 years. Such a review will need to determine whether there have been any significant matters that have arisen, for example to national policy or needs for development, that mean that modifications should be made to the Local Plan or a new replacement Local Plan produced. Consequently, it is proposed to timetable regular reviews of the Greater Norwich Local Plan, so that any identified need for modifications can be addressed in a timely manner. The timetable for the

	<p>first Greater Norwich Local Plan is for submission to the Secretary of State in October-November 2021 leading to the adoption in October-November 2022, some 7 years since work commenced on its production.</p> <p>On the basis of the current timetable, it will be necessary to review the plan to determine whether it needs updating in late 2027, although a formal review of the plan may be begun before this date if appropriate.</p>
What is the relationship with other Local Plans?	<p>In Broadland the GNLP will supersede</p> <ul style="list-style-type: none"> (i) the Joint Core Strategy (JCS) for Broadland, Norwich and South Norfolk (adopted March 2011, amendments adopted January 2014), (ii) the Broadland Site Allocations DPD <p>The Growth Triangle Area Action Plan and the Broadland District Development Management Policies Document will not be superseded, although there may be elements of the GNLP that add to, amend or replace parts of those documents.</p> <p>It will be a component of the overall Broadland Development Plan, in conjunction with the Growth Triangle Area Action Plan, Development Management DPD and any made Neighbourhood Plans.</p>

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Monitoring

The Annual Monitoring Report (AMR) is the means of bringing forward a range of planning information to show performance of the plans and policies over the previous year. The aims of the (AMR) can be summarised as:

- To monitor the implementation of the local development scheme;
- To measure development performance against individual plan targets;
- To provide a commentary on the development performance and suggest any external factors which need to be taken into account, as being likely to affect the plan's targets in future.

It is intended that monitoring should be done jointly across the three authorities to measure performance of the current Joint Core Strategy across the Greater Norwich area, as well as individually for Broadland.

This Local Development Scheme will need to be reviewed at regular intervals. The LDS will in particular need to be considered for review after the Annual Monitoring Report has been prepared each year in order to take account of any matters which it identifies as needing review.

In accordance with the National Planning Policy Framework, the adopted Development Management Policies DPD will be due for review by summer 2020 and the Growth Triangle Area Action Plan in Summer 2021.

Glossary of Terms

Abbreviation/ Document	Explanation
AMR	Annual Monitoring Report: part of the local development framework. Local authorities are required to produce an AMR each December with a base date of the previous financial year monitoring the progress of the implementation of the local development scheme and the extent to which policies in local development framework are being implemented.
AAP	Area Action Plan: a planning framework for area of major change or conservation similar to masterplan.
CS or (JCS)	Core Strategy/ (Joint): sets out the long term spatial vision for the area. A development plan document, and one with which all other development plan documents must conform.
Development Plan Document (DPD)	Development Plan Documents contained within the local development framework. According to Section 38 (6) of the Planning and Compulsory Purchase Act 2004, planning applications should be determined in accordance with the development plan unless material considerations indicate otherwise. In order to acquire this status they will be subject to independent scrutiny through a public examination. Certain documents within the local development framework must be DPDs, for example Core Strategy, Site Specific Allocations of land and Area Action Plans where produced. There must also be an adopted Policies Map which will be varied as successive DPDs are adopted.
LDD	Local Development Document: the collective term for development plan documents, supplementary planning documents and statements of community involvement.
LDF	Local Development Framework: the portfolio of local development documents consisting of DPDs, SPDs, SCI, LDS and AMR. This is now referred to as the Local Plan as defined in the NPPF.
LDS	Local Development Scheme: the programme for the preparation of local development documents.
Local Plan	Another name for a Development Plan Document and commonly used to refer to the DPDs as a whole.
NPPF	The National Planning Policy Framework (NPPF) published in July 2018, sets out the Government's planning policies and requirements for the English Planning System. The NPPF must be taken into account in the preparation of local and neighbourhood plans and is a material consideration in planning decisions.
Policies (Proposals) Map	The adopted policies map as defined by the NPPF (previously termed the proposals map) illustrates all the policies contained in

	development plan documents and any saved policies. It will need to be revised as each new development plan document, which has a spatial content, is adopted. As development plan documents are submitted, they will include within them a submissions policies map showing the changes which would be required upon adoption of the document.
Site Allocations	Allocations of sites for specific or mixed uses for development, i.e. Housing, Employment, Open Space, Mix uses, etc.
SCI	Statement of Community Involvement: sets out the standards which authorities will achieve with regard to involving local communities in the preparation of local development documents and development control decisions.
SA	Sustainability Appraisal: appraises policies to ensure they reflect sustainable development objectives (social, environmental and economic factors). Required by the Act to be undertaken for all DPDs.
SEA	Strategic Environmental Assessment: the term used to describe environmental assessment applied to policies, plans and programmes. In compliance with European SEA directive, a formal environmental assessment of land use planning proposals and plans is required. In practise SA and SEA are often combined.
SPD	Supplementary Planning Documents: provide supplementary information elaborating on policies in DPDs. Forming part of the Local Development Framework (LDF) not subject to independent examination and do not form part of the development plan. No longer require Sustainability Appraisal.

CABINET

12 January 2021

Final Papers

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10	Place Shaping Panel	82

To receive the Minutes of the meeting held on 4 January 2021

DEMOCRATIC SERVICES

Broadland District Council

Thorpe Lodge, 1 Yarmouth Road, Norwich, NR7 0DU

Email: committee.services@broadland.gov.uk

Minutes of a meeting of the **Place Shaping Panel** held by video link on **Monday 4 January 2021** at **5pm** when there were present:

Cllr P E Bulman – Chairman

Cllr N J Brennan
Cllr S M Clancy
Cllr L H Hemsall

Cllr S Lawn
Cllr G K Nurden
Cllr L A Starling

Cllr D M Thomas
Cllr J M Ward

Cllr S Beadle, Cllr K Kelly, Cllr S Prutton and Cllr D Roper also attended the meeting.

Also in attendance were the Director of Place, Assistant Director Planning, Greater Norwich Planning Policy Manager, Place Shaping Manager and Democratic Services Officers (JH and JO).

24 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member	Minute No & Heading	Nature of Interest
Cllr S Clancy	27 - Greater Norwich Local Plan – Regulation 19, Pre-Submission Publication	Disclosable Pecuniary Interest, owner of development land within the Greater Norwich Local Plan area.

25 APOLOGY FOR ABSENCE

An apology for absence was received from Cllr N J Harpley.

26 MINUTES

The Minutes of the meeting held on 26 October 2020 were confirmed as a correct record, save for the following amendment:

Minute No: 21 – Apologies for Absence

Cllr Lawn was added to the list of those sending apologies for absence.

27 GREATER NORWICH LOCAL PLAN – REGULATION 19, PRE-SUBMISSION PUBLICATION

The Chairman noted that the report related to the process and procedure for taking the Greater Norwich Local Plan (GNLP) through a formal stage that would seek comment on its legal compliance and soundness before it was submitted to the Secretary of State for independent examination.

The Greater Norwich Planning Policy Manager explained that the Regulation 19 Stage was not a consultation per se, but would allow stakeholders to submit representations in respect of whether the plan was legally and procedurally compliant and 'sound' (positively prepared, justified, effective and consistent with national policy). It would not be necessary to show compliance with the Duty to Cooperate, as there was no unmet need amongst neighbouring authorities. 'Stakeholders' could include anyone with an interest in the plan, but their comments would only be taken into account by the independent examiner if they related to the above criteria.

The period of publication when representations could be received was from 1 February to 15 March 2021.

It was emphasised that Regulation 19 was not a stage to object to proposed sites on development management grounds. Objectors to the allocation of a site would have to provide evidence that the allocation of a site had been procedurally wrong or unsound and out of line with national policy.

Changes to the plan had been made as a result of the Regulation 18 consultation, as well as changes to national policy. This included an overall increase in the number of homes to address a shortage of affordable housing, as had been made clear in the Government consultation paper 'Planning for the Future'. However, it should also be noted that 75 percent of housing had already been allocated in the existing plan and that 5,000 homes had been delivered.

For the Regulation 19 stage the Economic and Retail Study had been updated to take account of the pandemic. The Study had indicated that the approach being taken was sound and matched that being taken nationally. It was also considered that Greater Norwich was in a better position than many areas to bounce back from the economic crisis being caused by the pandemic.

Members noted the importance of the Economic and Retail Study, as both the retail and the office accommodation landscape was changing significantly and that this could have an impact on the housing numbers required, as shops/offices were converted to dwellings. It was requested that the Economic and Retail Study be included as an addendum to the published plan.

In response the Director of Place emphasised that the Economic and Retail Study was only one of a whole range of documents that were used as an evidence base for officers to compile the Plan and as such that they would not normally be published or circulated any wider. However, he recognised the exceptional circumstances and the importance of the economy and confirmed that the Study would be circulated to Members on Friday following an informal GNLP meeting. If Members had any comments arising from this they should contact the Portfolio Holder for Planning, who would report them to the meeting of Cabinet on 12 January 2021.

In response to a query, the Panel was advised that the Greater Norwich Development Partnership Board had put a great deal of hard work into the Plan and it was extremely unlikely that any one of the local authorities would not approve the draft GNLP for publication.

It was noted that the land allocation in the plan was up-to-date with only minor amendments to be made.

A query was raised about the possibility of the economic downturn leaving large developments without retail centres, but it was confirmed that policies were in place to ensure that local centres which would meet people's everyday needs would form part of developments.

The Panel was also advised that in areas where housing numbers had increased following consultation at the Regulation 18 stage, the Regulation 19 stage would be an opportunity to challenge the process and procedure of the allocation and subject it to independent examination

RECOMMENDED TO CABINET

That subject to receipt of the Economic and Retail Study:

1. To publish the draft GNLP under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 from 1 February to 15 March 2021; and,
2. Delegate authority to the Assistant Director for Planning, in consultation with the Portfolio Holder for Planning, authority to make any minor or factual corrections to the GNLP ahead of its publication.

The Portfolio Holder for Planning commended the Greater Norwich Development Team for the huge amount of hard work they had put in to bring the GNLP to this stage.

28 UPDATE TO LOCAL DEVELOPMENT SCHEME

The Place Shaping Manager introduced the report, which proposed amending the Local Development Scheme (LDS) to reflect changes to the Greater Norwich Local Plan (GNLP) timetable.

The LDS set out the timetable for preparing new plans and summarised what they contained. The last update was in July 2020, but since then it had been agreed to accelerate the process to allow the plan to be put in place before an increased housing requirement was introduced by the Government using a revised methodology.

On 19 December the Government had published a further revision of the methodology which did not result in the scale of increase that it had earlier implied. However, as substantial work on the Regulation 19 version of the Plan had been done it proposed to carry on with the new agreed timetable.

Publication of the pre-submission Regulation 19 plan would take place during February and March, with submission to the Secretary of State for independent examination in July 2021 and the anticipated adoption of the plan in September 2022.

The GNLP would directly replace the Joint Core Strategy and the Site Allocations documents, but not the Area Action Plan for the Growth Triangle or Development Management Documents.

RECOMMENDED TO CABINET

It is recommended that Cabinet recommends to Council that it approves the proposed amendments to the current Local Development Scheme (LDS).

The meeting closed at 5.53pm